

**2018-2019  
PERRY COUNTY SCHOOL BOARD**

Mr. Frederick Jackson	Chairman
Mr. Kevin Courtney	Vice-Chairman
Mrs. Sharon Lott	Secretary
Mr. Robert Shows Jr.	Member
Mr. Glennwood Mathis	Member

**SUPERINTENDENT OF EDUCATION**

Dr. Gregory Scott Dearman

**DIRECTORY OF SCHOOLS**

<b>School</b>	<b>Address</b>	<b>Phone</b>
South Perry Elementary School	300 Beaumont/Brooklyn Rd. Beaumont, MS 39423	601-784-3393
Perry Central Middle School	P. O. Box 137 New Augusta, MS 96462	601-964-3226
Perry Central High School	9899 Hwy 98 New Augusta, MS 39462	601-964-3235
Perry County Vo-Tech	P. O. Box 138 New Augusta, MS 39462	601-964-8282
Runnelstown Elementary School	9214 Highway 42 Petal, MS 39465	601-544-2811

**THE PERRY COUNTY SCHOOL SYSTEM DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, AGE, OR HANDICAP.**

## VISION STATEMENT

*"To empower all stakeholders to become actively engaged in every aspect of the school community."*

## MISSION STATEMENT

*"The Mission of the Perry County School System is to build a community of life-long learners by providing diverse educational opportunities."*

## FOREWORD

This handbook takes effect with the 2018-2019 school year and supersedes all other handbooks. The purpose of this handbook is to familiarize students, teachers, and parents/guardians with the regulations and policies of Perry Central High School. This publication is designed to outline the rights and responsibilities of our students. It is not intended to be a comprehensive set of rules, but it does set forth the philosophy that the school environment is critical to effective teaching and learning.

This handbook therefore is designed to assist us in creating a proper atmosphere for learning. The premise that every person deserves respect and must respect the rights of others is the primary principle that governs responsible behavior. **The rules set forth in this handbook are not all inclusive but are set forth as broad principles that support the concept of student rights and responsibilities.**

Students and Parents should become familiar with the handbook since it contains the school calendar and other important school and district policies. This handbook has been prepared by a handbook committee at Perry Central High School and approved by the Perry County School Board.

The Perry County Board of Education and Administration of Perry Central High School reserve the right to amend any part of this Handbook at any interval in the school year that the need arises.

**STUDENT/PARENT/SCHOOL  
HANDBOOK VERIFICATION  
COMPLIANCE FORM**

I, the parent/guardian of \_\_\_\_\_, have received and read the policies set forth by the Perry County School Board in this handbook. I also understand that I have the right to contact the principal for clarification of any statement or policy that I do not understand. I have discussed the policies and Perry County School Code of Conduct with my child and do hereby agree to support the school district in the implementation of the rules of conduct.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**STUDENT CODE OF CONDUCT  
COMPLIANCE FORM**

I, \_\_\_\_\_, a student at Perry Central High School, have read the policies set forth in the Perry Central High School Handbook for the year 2018-2019. I agree to the provisions and will comply with the handbook Code of Conduct set forth in this handbook.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SENIOR INFORMATION RELEASE FORM**

As parent/guardian of \_\_\_\_\_, a graduating senior of Perry Central High School, I hereby grant permission to the Perry County School System to release my son/daughter's name, address, transcripts, any other pertinent information to colleges, universities, or other related institutions for informational purposes. Students 18 or older may sign his/her own release of information form.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please sign below if you **DO NOT** grant permission for the release of your child's records.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**STUDENT/PARENT/SCHOOL  
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**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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COMPLIANCE FORM**

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**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please sign below if you **DO NOT** grant permission for the release of your child's records.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**This page is to be torn out and turned in to the school.**

## ACCEPTABLE USE POLICY CONSENT FORM FOR USERS

The Perry County School District is pleased to offer to its students, faculty and staff, access to the Internet and the District's wide area network in accordance with the terms and conditions of the Acceptable Use Policy.

PCSD's Network and Internet access are provided through a complex association of government agencies and regional networks. Access to the Internet and to the Network provides users with a vast array of educational resources. The District's goal in providing this service is to promote educational excellence and student achievement in our schools through increased access to resources, information and global communication.

Reliable operation of the Network is dependent upon the proper conduct of its users – the Children's Internet Protection Act (CIPA) and The Children's Online Privacy Protection Act (COPPA). In compliance with CIPA and COPPA, the Perry County School District will implement technology protection measures to restrict, filter or block access to inappropriate materials, particularly visual depictions of obscene material, child pornography and materials considered harmful to minors. Use of filtering will also help the District (1) provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of telecommunications; (2) monitor online activities; (3) deter unauthorized access, including hacking and other unlawful online activities; (4) prohibit unauthorized disclosure, use and dissemination of personal information regarding minors, and (5) restrict access to harmful materials by minors.

Users must practice ethical conduct and comply with policies and regulations while using the Network. The regulations adopted prohibit users from accessing harmful matter on the Internet that may be obscene or pornographic and address consequences for misuses of the system. Any user violating the policies and regulations will be subject to disciplinary action and/or loss of privileges. Law enforcement shall be notified when appropriate.

Basic guidelines are provided in School Board Policy so that users are aware of the responsibilities they are about to assume. If a user violates any of these provisions, his/her use will be terminated, and future access may be denied. Disciplinary action may also result. Disciplinary action for users shall be in accordance with existing policies and may include suspension, expulsion, and/or termination of employment. If possible, criminal activity is discovered, the proper authorities will be notified, and an investigation may ensue.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**This page is to be torn out and turned in to the school.**

## **ACCEPTABLE USE POLICY**

The Perry County School District is pleased to offer to its students, faculty and staff, access to the Internet and the District's wide area network in accordance with the terms and conditions of this policy.

PCSD's Network and Internet access are provided through a complex association of government agencies and regional networks. Access to the Internet and to the Network provides users with a vast array of educational resources. The District's goal in providing this service is to promote educational excellence and student achievement in our schools through increased access to resources, information and global communication.

Reliable operation of the Network is dependant upon the proper conduct of its users. To this end, Congress passed two laws to assist districts in providing a safe and secure environment for its users – the Children's Internet Protection Act (CIPA) and The Children's Online Privacy Protection Act (COPPA). In compliance with CIPA and COPPA, the Perry County School District will implement technology protection measures to restrict, filter or block access to inappropriate materials, particularly visual depictions of obscene material, child pornography and materials considered harmful to minors. Use of filtering will also help the District (1) provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of telecommunications; (2) monitor online activities; (3) deter unauthorized access, including hacking and other unlawful online activities; (4) prohibit unauthorized disclosure, use and dissemination of personal information regarding minors; and (5) restrict access to harmful materials by minors.

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### **Regulations**

#### **Instructional Focus**

Use of the Network, equipment, and access to the Internet must be in support of the educational objectives of the District. Use of is limited to the purpose(s) authorized by the District.

#### **System Resources**

1. Perry County School District does not represent or warrant that the functions of the Network system will meet any specific requirements of that it will be error free or uninterrupted; nor shall the District be liable for any direct or indirect, incidental, or consequential damages (including lost data and information) sustained or incurred in connection with the use, operation or inability to use the Network system.
2. Any action by a user that is determined by the District to improperly restrict or inhibit other users from accessing and using the Network is strictly prohibited.
3. The District shall not be responsible for unauthorized financial obligations incurred by users resulting from the use of the District Network. Any obligation charged to the District must be properly authorized in advance or such obligation shall be assessed to the user making such charge.
4. Users will not attempt to circumvent user authentication or security of any host, network, or account on the Network or the Internet.
5. Users will not use the Network in a manner that encumbers disk space, processors, bandwidth, or other system resources so as to interfere with normal use of services on the Network or other systems or networks ("denial of service" attack).

6. Transmission of any material in violation of any federal or state law or regulation is prohibited. Use of commercial activities is prohibited unless prior written consent from the District has been granted.

### **Email**

User shall not a) send mass email mailings of any notice, b) send a large number of email messages or singularly large email messages of a single address in order to flood a recipient's mailbox, c) forge email headers to obscure the true originator of an email message, d) create or participate in pyramid schemes or chain letters, and e) send harassing email letter, either by language, size or frequency.

### **CIPA/COPPA Compliance**

1. Individually identifiable information about a child such as the child's full name, home address, email address, telephone number or other information that may allow individuals to identify or contact a child will not be made available vi District or school web sites.
2. Users shall not access, transmit, retransmit, submit, publish, display, or print any defamatory or obscene material, child pornography and other materials considered harmful or inappropriate.
3. Users shall not access, transmit, or retransmit material that is threatening, disruptive, or that could be construed as harassment, or disparagement of others based on their race, national origin, sex, sexual orientation, age disability, religion or political beliefs.
4. Users shall not access, transmit, retransmit, submit, publish, display, or print copyrighted materials (including plagiarized materials), threatening, harassing, or obscene material, pornographic material, or material protected by trade secret, and/or other material that may be inappropriate for minors.
5. Users shall not access, transmit, or retransmit any material that promotes violence or the destruction of persons or property by devices including, but not limited to, the use of firearms, explosives, fireworks, smoke bombs, incendiary devices, or other similar materials.
6. Any transmission or reception of material that is libelous, slanderous, gang-related, or incites students and/or staff so as to create a clear and present danger of a) the commission of unlawful acts on school premises, b) the violation of law and/or administrative regulations, or c) the substantial disruption of the orderly operation of the District or any school in the District is prohibited.

### **Personal Safety**

1. The District will not disclose, disseminate, or divulge personal or private information about students or employees such as, but not limited to, last names, social security numbers, telephone numbers, addresses, etc.
2. Under no conditions should a user provide his/her password to another person or use another person's password.
3. Access to student information is limited to authorized parties and will only be permitted in support of district educational goals and objectives. Parties granted access will fall under the auspices and regulations of this policy and may be required to complete and sign an Oath of Confidentiality.
4. Users will immediately report to District officials any attempt of others to engage in unauthorized activities, inappropriate communications, or prohibited use of the Internet and District resources.
5. Users agree to immediately notify school or District officials of any attempt by others to engage in inappropriate conversations or personal contact.

### **Copyright Infringement**

Each user agrees to use the Network in accordance with all copyright laws. Copyrighted material may not be placed on the Internet/Network without the author's or copyright owner's permission. Users may download copyrighted material for their own use only in accordance with copyright laws.

## **Monitoring**

1. Files stored on District servers, computers, electronic mail and other resources of the Network are not private and are subject to inspection and/or monitoring by District officials. Network administrators reserve the right to monitor any and all activity on the Network.

## **Disclaimer**

Parents and/or guardians must be aware that direct supervision of student computer use may not always be possible. The District is not responsible for material or information accessed on the Internet by users and shall not be responsible for the impact or effect of the information on the user. The District specifically disclaims any responsibility for the accuracy or quality of information obtained via the Internet.

## **Process for Restricting Internet Access**

If a parent/guardian does not wish a student to have access to the Internet, that parent/guardian shall send a letter to that effect to the school principal. Likewise, employees who do not wish to have Internet access should submit a letter stating such to their supervisor. Copies of all such letters shall be forwarded to the Technology Coordinator.

## **Sanctions**

1. Use of the Network and its resources is a privilege, not a right. Violations of the regulations of this policy may result in the denial, revocation, suspension and/or termination of the user's privileges and/or disciplinary action.
2. Vandalism may result in cancellation of privileges and/or disciplinary action. Vandalism includes any malicious attempt to access, damage, delete, infect, destroy or alter data files, folders, or directories.
3. PCSD will fully cooperate with local, state, and/or federal officials in any investigation related to illegal activities conducted through use of the District Network, the Internet or any of its resources.

Each member of the school community will be provided a copy of this policy. As this policy is a legal and binding document, use of the network and District computer resources constitutes agreement by each user to comply with the terms set forth in this policy.

# **PERRY COUNTY SCHOOL DISTRICT INTERNET SAFETY POLICY**

## **Introduction**

It is the policy of Perry County School District to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

## **Definitions**

Key terms are as defined in the Children's Internet Protection Act.

### **Access to Inappropriate Material**

To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

### **Inappropriate Network Usage**

To the extent practical, steps shall be taken to promote the safety and security of users of the Perry County School District online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children’s Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called ‘hacking,’ and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

### **Education, Supervision and Monitoring**

It shall be the responsibility of all members of the Perry County School District staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children’s Internet Protection Act, the Neighborhood Children’s Internet Protection Act, and the Protecting Children in the 21<sup>st</sup> Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of The Technology Director or designated representatives.

The Perry County School District or designated representatives will provide age-appropriate training for students who use the Perry County School District Internet facilities. The training provided will be designed to promote Perry County School District’s commitment to:

- I. The standards and acceptable use of Internet services as set forth in the Perry County School District Internet Acceptable Use Policy;
- II. Student safety with regard to:
  - a. safety on the Internet;
  - b. appropriate behavior while on online, on social networking Web sites, and in chat rooms; and
  - c. cyberbullying awareness and response.
- III. Compliance with the E-rate requirements of the Children’s Internet Protection Act (“CIPA”).

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of the District’s acceptable use policies.

### **Adoption**

This Internet Safety Policy was adopted by the Board of the Perry County School District at a public meeting, following normal public notice, on May 7, 2012.

PERRY COUNTY SCHOOLS  
2018-2019  
SCHOOL CALENDAR

AUG. 1	TEACHERS' FIRST DAY- DISTRICT STAFF DEVELOPMENT (PERRY CENTRAL)
AUG. 2,3, & 6	STAFF DEVELOPMENT
AUG. 7	STUDENTS' FIRST DAY
SEPT. 3	HOLIDAY (LABOR DAY)
SEPT. 7	PROGRESS REPORTS
SEPT. 14	PCHS HOMECOMING
OCT. 3,4, & 5	9 WEEKS EXAMS
OCT. 8	HOLIDAY (BAD WEATHER DAY IF NEEDED)
OCT. 11	REPORT CARDS
NOV. 8	PROGRESS REPORTS
NOV. 19 -23	THANKSGIVING HOLIDAYS
DEC. 17, 18, & 19	9 WEEKS EXAMS
DEC. 19	60% DAY
DEC. 20 - JAN. 4	CHRISTMAS HOLIDAYS
JAN. 3	STAFF DEVELOPMENT (NO STUDENTS)
JAN. 4	STAFF DEVELOPMENT (AT HOME SCHOOLS) (NO STUDENTS)
JAN. 7	STUDENTS' RETURN AFTER HOLIDAYS
JAN. 10	REPORT CARDS
JAN. 21	HOLIDAY (MLK) (BAD WEATHER DAY IF NEEDED)
FEB. 7	PROGRESS REPORTS
FEB. 18	HOLIDAY (BAD WEATHER DAY IF NEEDED)
MAR. 6, 7, & 8	9 WEEKS EXAMS
MAR. 11-15	SPRING BREAK
MAR. 21	REPORT CARDS
APR. 18	PROGRESS REPORTS
APR. 19	HOLIDAY (GOOD FRIDAY)
APR. 22	HOLIDAY (EASTER MONDAY)
APR. 25	EMPLOYEE AWARDS BANQUET
MAY 2	VO-TECH AWARDS NIGHT 6:30 P.M.
MAY 7	PERRY CENTRAL HIGH SCHOOL UNDERCLASSMEN AWARDS
MAY 9	VO-TECH CRAFT COMMITTEE MEETING 6:30 P.M.
MAY 14	PERRY CENTRAL HIGH SCHOOL SENIOR NIGHT/AWARDS
MAY 17	GRADUATION PERRY CENTRAL HIGH SCHOOL GYM 7:00 P.M.
MAY 20, 21, & 22	9 WEEKS EXAMS
MAY 23	STUDENTS' LAST DAY 60% DAY
MAY 24	STAFF DEVELOPMENT/ TEACHER'S LAST DAY
MAY 27	HOLIDAY MEMORIAL DAY
MAY 30	REPORT CARDS

**Perry Central High School  
Daily Bell Schedule  
2018-2019**

Activity Period	7:45 --- 7:54
1 <sup>st</sup> Block	7:57 --- 9:31
Break	9:31 --- 9:39
2 <sup>nd</sup> Block	9:42 --- 11:16
3 <sup>rd</sup> Block	11:19 --- 1:13
1 <sup>st</sup> Lunch	11:20 – 11:40
2 <sup>nd</sup> Lunch	11:55 – 12:15
3 <sup>rd</sup> Lunch	12:30 – 12:50
4 <sup>th</sup> Period	1:16 --- 2:06
5 <sup>th</sup> Period	2:09 --- 2:59

**VISITORS ON CAMPUS**

Parents are encouraged to visit the school. Visiting your child’s school is one way of showing your child that you are interested in his/her success in school. It is, however, very important that we know the people that are in the building therefore; **EVERY VISITOR MUST CHECK IN AT THE ADMINISTRATOR’S OFFICE UPON ENTERING THE SCHOOL CAMPUS.** Visitors must be approved by the school administration and must surrender vehicle keys to office personnel before being given a **Visitor’s Pass** to carry while on the campus. Former students will not be permitted to loaf on campus or in the hall while classes are in session. Anyone who fails to comply with this policy is subject to being reported to the local law enforcement authorities. This is a very important issue if we are to maintain a safe and secure environment for our students.

**CONTACTING PARENTS**

It is the responsibility of the parent or guardian to provide accurate and current telephone numbers so that school personnel can reach a responsible adult at all times. The school must be informed of any changes in telephone numbers and addresses. When a responsible adult cannot be reached after good faith efforts by school personnel, Perry County Social Services and/or the Perry County Sheriff’s Department will be contacted.

**CUSTODIAL PARENTS**

Perry Central High School will be responsible for issuing report cards, progress reports, and other necessary reports to either parent unless a court order states otherwise.

**ONLY THE SIGNATURES OF PARENTS AND LEGAL GUARDIANS MAY GRANT PERMISSION FOR SCHOOL ACTIVITIES AND SIGN LEGAL DOCUMENTS SUCH AS PORTFOLIOS AND GRANTING PERMISSION TO LEAVE SCHOOL WITH SOMEONE OTHER THAN THE CUSTODIAL PARENT.**

## **STUDENT ENROLLMENT PROCEDURES**

1. All students entering Perry County Schools must have a Certificate of Immunization and Vaccination upon entering school. This applies to all students in grades 9 -12. Immunizations must be up to date.
2. All students must have a certified birth certificate for admission. The only acceptable documentation for birth record is the certified copy of the birth record from the Bureau of Vital Statistics or from the U.S. State Department for students born overseas.
3. Students transferring from another accredited school must have an official transcript mailed directly from the school previously attended. Transfer papers or a report card from the previous school may be used for temporary class placement.
4. Students transferring from a non-accredited school must be given appropriate placement tests as determined by school officials.
5. Students transferring from other accredited schools must be accompanied by a parent or guardian and present the following documents upon registration:
  - (a) Proper withdrawal papers from previous school
  - (b) Guardianship papers if applicable
  - (c) Mississippi immunization record (blue slip)
  - (d) Two (2) proofs of residence (verification of physical address)
  - (e) Discipline and attendance record from previous school
  - (f) Special education records if applicable
  - (g) Certified birth certificate
  - (h) Alternative Program packet if applicable
  - (i) Free/Reduced Lunch Form
  - (j) Parent or Guardian present
6. Parents and guardians must present a picture ID for identification purposes when enrolling a student.
7. Legal guardians of students must provide a copy of the court order appointing guardianship. If a petition for guardianship has been filed and a decree is pending a certified copy of the petition for guardianship is needed.
8. **Failure to provide necessary documentation or the presence of a parent or legal guardian will result in a denial of enrollment in the Perry County School System.**
9. **No temporary enrollment will be granted.**

10. Upon registration a request for complete transcript of prior credits from the previous school will be made through the counselor's office. Final grades and credits will be considered incomplete until official records are obtained from the previous school. **Any student who is on probation from, expelled from, or not properly cleared from the previous school will not be allowed to enroll in Perry County Schools without approval of the Perry County School Board. WHEN A STUDENT TRANSFERS IN FROM ANOTHER SCHOOL DISTRICT HIS/HER ABSENCES FROM THE PREVIOUS SCHOOL DISTRICT WILL TRANSFER ALSO.**

### **ACCEPTABLE DOCUMENTS FOR VERIFICATION OF RESIDENCY**

1. A copy of two of the following items will serve as verification of residence. No post office address will be acceptable. These items must reflect a 911 street address or designated road address. **All documents must be for present residence only; documents for rental or other commercial property will not be acceptable.**

1. Filed Homestead Exemption Application Form
2. Mortgage documents or property deed
3. Apartment or home lease
4. Utility bills
5. Valid Driver's License (Requires additional documentation of residency)
6. Vehicle registration

2. Legal Guardians must also provide a copy of the court order appointing you as the guardian. If a petition for guardianship has been filed and the decree is pending, you must provide a certified copy of the filed petition for guardianship. **Note: Any legal guardianship formed for the purpose of establishing residency for school district purposes shall not be recognized by the board.** (Legal reference: Mississippi Code Ann. Section 37-15-31, 1989 Supplement)

3. If the Perry County School District receives a complaint regarding the residence of a student, the district is required to take action to further verify residence, including but not limited to follow-up visits to the resident's address by school officials.

### **POLICIES ON INTER-DISTRICT TRANSFERS** **PERRY COUNTY SCHOOL DISTRICT**

The Perry County School District has the responsibility for educating students who reside within the boundaries of the District. As a general rule, "no minor child may enroll in or attend any school except in the school district of his residence, unless such child is lawfully transferred from the school district of his residence to a school in another school district..." *Miss. Code Ann.* Section 37-15-29 (1).

There are two exceptions to this general rule that are provided by the Mississippi Code:

- (1) "Those children whose parent(s) or legal guardian(s) are instructional personnel or certificated employees of a school district may at such employee's discretion enroll and attend the school or schools of their parent's or legal guardian's employment regardless of the residence of the child." *Miss. Code Ann.* Section 37-15-29 (2).
- (2) "No child shall be required to be transported in excess of thirty (30) miles on a school bus from his or her home to school..., if there is another school in an adjacent school district located on a shorter school bus transportation route by the nearest traveled road. Those children residing in such geographical situations may, at the discretion of their parent(s) or legal guardian(s), enroll

and attend the nearer school, regardless of the residence of the child.” *Miss. Code Ann.* Section 37-15-29 (2).

The Perry County Board of Education generally does *not* grant transfers to students who reside in the Perry County School District to schools in other school districts unless they fall into one of the two exceptions mentioned above, although, by policy, the Board of Education allows a parent or guardian to apply for a transfer that does not meet one of the exceptions, and to present reasons in support of the request for transfer.

The issue of the **residency** of the student is relevant to both (1) requests for transfers of students **out of** the Perry County School District under exception #2 above (the so-called “30-mile rule”), and (2) requests for transfers **into** the Perry County School District from other school districts.<sup>1</sup> Documents that are acceptable for verification of residency are contained in the elementary and high school student handbooks of the District. However, **beginning with the 2011-2012 school year, affidavits of residency are not acceptable documents for verification of a student’s residency.**

## **ATTENDANCE**

The Mississippi Compulsory School Attendance Law (Miss.37-13-91) requires all children who have attained or will attain the age of six (6) years on or before September 1 of the calendar year and who have not attained the age of seventeen (17) on or before September 1<sup>st</sup> of the calendar year to be in regular attendance at school. The law also requires that the school administrators report immediately to the local school attendance officer any compulsory-school-age child who has not enrolled within fifteen (15) calendar days after the first day of the school year. In addition, the Superintendent will report any child with five (5) absences to the School Attendance Officer for appropriate consultation between the officer and parents/guardian. **When the child has twelve (12) un-excused absences, the law provides that charges of “Educational Child Neglect: may be brought against the parent/guardian. Potential punishment for Education Child Neglect is a fine of up to \$1,000.00 and/or one (1) year in jail.”**

The school district must require students to be in attendance at school on a regular basis to foster student academic growth. Therefore, it is required that each student attend a minimum of 180 class days during the school year of course work. **In order to be counted present for a class a student must be in attendance 50% of the class time (47 minutes).** No student will be entitled to receive academic credit for courses taken if more than 5 class periods are missed for 9 Week courses; and 9 class periods for Semester courses. This is applied for each individual class period. Parents/ guardians and attendance officer will be notified after students have been absent for five (5) unexcused days in a semester course. A student will not be eligible to receive yearly average in one-unit courses or semester averages in half unit courses if excessive absences in the class occur, subject to administrative review, if granted.

**In the event that a student exceeds the allowable number of absences, the student will not be allowed to participate in school sponsored activities.**

If a student is going to be absent for any reason the parent must contact the school before 10:00 am. **The phone number is 601-964-3235. Students should bring a note to the office on the day they return to school stating the reason for the absence and including a phone number so the absence can be verified.**

## **EXCUSED ABSENCES**

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<sup>1</sup> The issue of the residency of the student is *not* relevant to a transfer of a student to another school district in which his or her parent or guardian is “instructional personnel or certificated employees.” (Exception #1 above).

1. Personal illness verified by medical note or administrator's personal knowledge.
2. Serious illness or death in the student's immediate family. Immediate family includes: parent/guardian, brother, sister, grandparent, spouse, child, uncle and aunt.
3. Deemed by school officials to be of sufficient educational value when compared to school work scheduled for that period or is of such urgent circumstances as to warrant and justify the absence. Written permission must be requested by a parent or guardian in advance and granted by school officials.
4. Students taking a regional, state, or national test, during the school day must have approval of administration prior to missing in order for the absence to be excused.
5. Students may bring no more than 5 parental notes in a school year to excuse absences. This does not apply to tardies. Parent notes must include a valid telephone number.
6. Students must present an excuse when they return. After 5 days from the day of absence excuses will not be accepted.

## **COLLEGE DAYS**

Students who are classified as seniors will be permitted two excused college days during their senior year. These visits should be used during the months of September through April. Students wishing to make a college visit should submit a request in writing one week prior to the scheduled visit. In order for the absence to be excused, the student must present a signed college visitation form upon his/her return to school. (Visitation forms are generally available on all college campuses.) A college day absence will not count against exam exemption.

## **UNEXCUSED ABSENCES**

Any other reason not listed above will be considered an unexcused absence unless approved by an administrator.

## **AFTERNOON SCHOOL**

Perry Central High School will operate an afternoon school for students who have excessive absences.

This will give students with passing grades an opportunity to receive credit for a course even though they have exceeded the number of absences.

Students who have excessive absences during a **class period** will be required to make this time up before receiving credit for the course.

High School students will attend afternoon school after exceeding the following numbers of absences:

½ Credit 9-week courses 5 absences

1 Credit Semester courses 9 absences

Students will only be able to make up 3 absences in a 9-week class; 6 absences in a semester course.

To be counted present in a class, a student will be in attendance at least 60 minutes of a 94 minute class and 30 minutes of a 50-minute class.

**A student who has a long-term or major illness or injury should contact his/her principal to be excused from afternoon school.**

If a student does not attend the assigned Afternoon School, he/she will not receive credit for the high school course.

Students will attend 1 session of Afternoon School for each excessive absence.

Afternoon School Procedures:

1. A letter will be sent to parents whose children have been assigned to Afternoon School.
2. The letter will be returned signed by the parent.
3. The student will return letter to office.
4. The student will receive admittance form from office.
5. The student will take it to assigning teacher to list assignments required.
6. The student will present admittance letter to certified teacher in Afternoon School.
7. Students will not be allowed to enter Afternoon School without books and materials.

Afternoon School hours will be from 3:10 p.m. until 4:30 p.m. Students will not be allowed to enter after 3:10 p.m. or leave before 4:30 p.m.

**Students and Parents are responsible for transportation home**

## **MAKEUP WORK**

Students who miss work due to absences are responsible for contacting teachers for make-up work. **IT IS NOT THE RESPONSIBILITY OF THE TEACHER TO MAKE ARRANGEMENTS WITH THE STUDENT FOR MAKE-UP WORK!** When a student is absent for any reason they should upon their return ask for missed assignments and arrange with the teachers a time line to complete missed assignments. **This should occur within two (2) days of their return. Students will be given the number of days missed plus one (1) to complete assignments.**

Students who miss work due to an out-of-school suspension will be allowed to make up his or her missed assignments, but that work must be made up within the same number of days that the student was suspended. For example, if a student is suspended out-of-school for three (3) days, upon his or her return, the student has three (3) days within which to complete his or her missed work. The requirement that the make-up work be completed within the same number of days the student missed due to the out-of-school suspension does not relieve the student from the requirement that he or she complete the regular assignments given to his or her class in the time allotted as well.

See afternoon school rules for possible make-up work.

## **STUDENT ARRIVAL AND DEPARTURE**

Students will not be allowed on the campus without supervision of a teacher or staff member of Perry County Schools. **Students should not arrive in the morning prior to 30 minutes before the beginning of the school day and should not remain after school unless they are attending a supervised school activity and are under the supervision of a staff member of the school district.**

Students may not leave the school early without parental permission and must sign out in the front office before leaving campus under all circumstances. Students must meet the requirements established under the check-out policy. Students will be counted absent in the classes that are missed when they sign out early. Disciplinary action will be taken if a student leaves and disregards proper procedure.

## CHECKOUT PROCEDURE

**Students may check out with note presented to office upon arrival at school or may be picked up by an authorized person. Notes will be verified before a student is allowed to leave campus. Phone calls will not be accepted during school hours for student checkouts.**

1. Students enrolled in Career Pathway Experiences will follow the procedure in their program to sign out before the close of the school day.
2. Seniors who are completing senior requirements may sign out at the end of 3rd block after the proper work is completed.
3. Students who are not seniors will not be allowed to sign out early except for emergencies or doctor appointments.
4. Students who were participating in a program that is no longer active will not be allowed to habitually sign out early.
5. If a student is ill or an emergency arises, the student must come to office and have a parent or pre-approved person (name on Registration Form for emergency checkout) called to come get the student.
6. If the student has a doctor or dental appointment, a pre-approved person or parent may come sign the student out or send a note that includes check-out time and telephone number where parent can be reached for verification purposes. The note must be turned in before 1<sup>st</sup> period begins. School authorities have the right to refuse the release of the student if the note cannot be verified.

Any student checking out of school will not return to the campus nor will the student remain on campus after checking out. Students may return to school only if they have the permission of the administration.

## TARDINESS

The practice of being prompt is necessary for the student to be involved in the instructional process for the entire class period as mandated by the Department of Education. Each incidence of tardiness will be kept and will become a part of the student's attendance record. If a student is tardy for more than 10 minutes of the class, the student will be truant.

First offense:	Teacher
Second offense:	Office Referral (Step 2 of discipline ladder)
Subsequent offenses	Office referrals for tardies may result in increased placement on the discipline ladder, loss of final exam exemption, loss of driving privilege, and/or forfeiture of eligibility to participate in extra curricular activities including sports.

Three unexcused tardies will constitute an absence.

Students who arrive to 1<sup>st</sup> period after absences have been posted (picked up) must sign in at the front office and receive an admittance slip to enter class.

A. Tardiness to Class – A sufficient period of time is allowed for students to pass from one class to another. Students are expected to be in class on time each period.

1. In all cases of tardiness, a tardy slip must be secured from the office before a student can be admitted to their first period class.
2. Youth Court Officials and/or Attendance Officer may be notified after an accumulation of unexcused tardies.

B. Tardiness to School

1. A student is tardy for school if he/she arrives at school after the tardy bell has rung. A tardy slip must be secured from the office before a student can be admitted to class.
2. Tardies through the first period shall be excused if: (**After 3 parent notes tardies will no longer be excused**)
  - A. A school bus is late.
  - B. A student had to report to a doctor and presents verification from the doctor's office.
  - C. A student was involved in an accident and presents verification from the police department or the principal has personal knowledge to the incident.
  - D. There are medical reasons, which due to their nature, may cause a student to be tardy from time to time, if the school has been notified in writing by a doctor.

## LEAVING CLASS

At no time during class hours are students to be in hallways or out of class without an approved pass. Students will be called from class only in cases of emergency. If a student must be in the hall between classes, a hall pass with the student's name, date, destination, and time will be provided by the staff member, teacher, or administrator granting permission to be out of class. There are sufficient times to use the restrooms and go to a student's next class. Going to the restroom during class time is discouraged.

## WITHDRAWALS

In grades K-12, if a student withdraws during the last two weeks of the school year and moves out of the district, the student will receive grades in progress to present to his/her new school. The school to which the student is transferring will have the option of accepting the grades in progress as the student's final grade or by requesting examinations from the Perry Central High School. The examinations may be mailed to the student's new school upon written request of the school to which the student is transferring. Examinations, when completed, will be checked by Perry Central High School personnel and credit will be given by Perry Central High School. School officials must be notified one school day prior to the withdrawal of any student. All books and fines must be cleared before official withdrawal is completed and the academic record is cleared.

Perry Central High School does not require written consent of parents or an eligible student in order to transfer records. Student's educational records will be forwarded to a school or educational institution upon request from that school or educational institution.

## **TRANSFERS, CHANGES OF ADDRESS**

1. Administration will release Perry County Schools education reports or records when an official written request is received from the school district to which the student is transferred.
2. Any parent or legal guardian has the right to review his/her child's school records unless a court order states otherwise.
3. A student leaving the Perry Central High School system may obtain the following: a report card and/or record of the student's work to date for the current term and book card. Reports may be held if the student has any indebtedness to the school (lunchroom, workbooks, library, textbooks, damages, etc.)
4. Any student who moves during the school year must record the change of address with administration in the main office. Any change of telephone numbers must be corrected in the same manner. In order to be able to contact or locate parents or guardians in a timely manner, it is the responsibility of the parent/guardian to be sure that addresses and telephone numbers on student registration forms are accurate and up-to-date.

## **ACADEMICS**

### **CURRICULUM**

All Mississippi Public School Accountability Standard courses for credit are approved by this board as options for curriculum choices for the master schedule. Students will benefit from teacher advisors, counseling, pre-registration and registration to make choices.

### **AWARDING OF ACADEMIC CREDIT**

1. Academic credit for courses taken by students in the Perry County Schools shall be awarded upon successful completion of courses and meeting state testing requirements.
2. Credit for high school courses will be awarded in half-units, full units, or multiple units as approved by the latest edition of Mississippi Public School Accountability Standards of the Commission on School Accreditation, State Department of Education.
3. In full year courses the student must complete both semesters for a full-year (two-semester) course with 65 overall yearly average. The final grade will be determined by averaging first and second semester averages.
4. In semester courses the course grade for the semester must be 65 to receive credit. The average will be determined by using the semester exemption policy found in the handbook.
5. A semester of a different course cannot be substituted, in a 1-unit course for credit whether through the regular program or through summer school or correspondence.
6. **A student will not be eligible to receive yearly average in 1-unit courses or semester averages in half unit courses if excessive absences in the class occur, subject to administrative review, if granted.**
7. Perry Central High School will recognize, and honor courses taken at other accredited schools if courses are recorded on the permanent record or transcript, but in the matter of required courses, students shall meet all regulations governing graduation requirements without unauthorized assistance.
8. Students transferring into Perry Central High School from a non-accredited school must be given achievement tests and/or subject placement. Tests will be on file for each subject.
9. Each student is responsible for completing required work. The integrity of the grading and testing procedures must not be

- compromised, and any student who is determined to be guilty of cheating will retake test and average with a zero.
10. In order to receive credit for one year of English III and English IV, the student must complete an acceptable research paper as determined by the instructor.
  11. In order to receive a diploma from Perry Central High School, a Student must have attended Perry Central High for a minimum of one full semester and must earn at least two of the last four units of credit in residence at Perry Central High School. Two units of credit are interpreted as a semester of work. Attendance in summer school will not be counted toward this requirement.
  12. Transfer students who enroll in Perry Central High School for less than twenty (20) school days must arrange for credit through their previous schools.
  13. Perry Central High School will accept transfer students and award credit for grades earned during the school year if the student is enrolled in the Perry County Schools for at least twenty (20) school days. A student enrolled in Perry Central for less than twenty (20) school days will receive an incomplete grade, until grades in progress are sent from a previous school. Grades in progress will be averaged with grades received while in attendance at Perry Central High School.
  14. Students withdrawing from a course after two weeks into that course will be given a withdrawn passing/failing mark. This must be approved by the principal.
  15. A student with a passing grade of 65 or higher in the Computer Discovery class in grade 8 will meet the computer proficiency/competency state requirements and will receive one Carnegie unit of credit toward graduation requirements.
  16. An 8<sup>th</sup> grade student enrolled in Algebra I who passes the course with a 65 or higher will receive one Carnegie unit of credit toward graduation. The student must also pass the state subject area exam.
  17. Students will be placed in math classes based upon the sequence of math courses.
  18. In order to enroll in 9<sup>th</sup> grade Spanish I, a student must (1) have a grade of 90 or higher in 8<sup>th</sup> grade English and/or score advanced on the reading or language portion of MCT (2) be recommended by the 8<sup>th</sup> grade English teacher.
  19. All students must successfully complete four (4) units of English in order to graduate from Perry Central High School. In order to receive credit for English III or English IV the student must write an acceptable research paper as determined by the instructor. Students will not be allowed to take English II until English I has been mastered. All English III and English IV MVPS ONLINE students MUST write an acceptable research paper as instructed by Perry Central's English Department. (If not assigned one by MVPS instructors)
  20. Students enrolled in Physical Education will receive one-half unit of credit for each semester completed. No more than two units of Physical Education may be applied toward graduation as elective credit. Physical Education credit will not be awarded for participation in seasonal athletics.

### \*GPA Calculation

Final grades, (yearly or semester) will be used to calculate grade point averages. All grades receiving a credit (with the exception of one credit for PE/Athletics) will be used in the calculation. Any failed classes will also be included unless the class is retaken. In such instances, the grade for the failed class will not be used. This system is used by most colleges and the NCAA Initial Eligibility Clearinghouse.

A's – (90 – 100) will receive 4 points

B's – (80 – 89) will receive 3 points

C's – (70 – 79) will receive 2 points

D's – (65 – 69) will receive 1 point

Example:	Credit	Grade	Quality Points (multiply credit by grade)
Botany	.5	95/A	.5 x 4 = 2
Zoology	.5	93/A	.5 x 4 = 2

CCRS English II	1	88/B	$1 \times 3 = 3$
CCRS Algebra I	1	65/D	$1 \times 1 = 1$
Auto Service Tech. I	2	90/A	$2 \times 4 = 8$

**16 quality pts.**

**GPA** = Quality points (16) divided by total number of possible credits (5)

$$16 \text{ divided by } 5 = 3.2 \text{ GPA}$$

Any advanced courses designated in the handbook will receive the following points for calculating GPAs:

A's – 5 points B's – 4 points C's – 3 points D's – 2 points

The following classes are considered accelerated and/or advanced and will be weighted by 1.05 points. Final average only! Average will be weighted for the purpose of determining class rank and will not be listed on the student record.

Accelerated CCRS English (I, II, III, IV)

CCRS Algebra III

Trigonometry

Advanced World Geography

Calculus

Physics

Any second level foreign language

Health Sciences II

All Advanced Placement or Dual Enrollment/Dual Credit classes will be weighted by 1.10 points. Final average only! Average will be weighted for the purpose of determining class rank and will not be listed on the student transcript.

Example: A grade of 98 in Accelerated English would be listed as “98” on the student’s transcript. For ranking purposes only, the grade of 98 will be multiplied by 1.05, which equals 102.9.

Student Transcript will show the following:

CCRS English	98
U. S. Gov't	95
Economics	92
CCRS Algebra III	94

Calculating averages for class rank will show weighted grades listed below:

CCRS English	102.9
U. S. Gov't	95
Economics	92
CCRS Algebra III	98.7

**Valedictorian and Salutatorian Requirements:**

- ONLY students completing College Prep Curriculum (CPC)
- Completion of all 4 years in high school (**NO** 3-year completers)
- ONLY students successfully passing Duel Enrollment/Dual Credit Courses

Credit requirements for seniors of:

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
English	4	4	4	4	4
Math	4	4	4	4	4
Science	4	4	4	4	4
Social Studies	4	4	4	4	4
Health	.5	.5	.5	.5	.5
Computer	1	1	1	1	1
Fine Arts	1	1	1	1	1
Physical Education	.5	.5	.5	.5	.5
Electives	9	9	9	9	9
<hr/>					
Total required	28	28	28	28	28

## **INSTITUTIONS OF HIGHER LEARNING (IHL)**

IHL stands for Institutions of Higher Learning (College Prep Curriculum). Students who are CPC completers or Vo-tech program completers may will be allowed a free period their senior year. Free periods will be either 1<sup>st</sup> or 4<sup>th</sup> block only. You do not have to complete either of these to graduate from Perry Central but if you choose to do so, you will wear cords with your cap and gown indicating completion of each or both of these programs. All seniors must stay for 3 blocks unless they are enrolled in Career Pathway Experiences I or II which would require students to stay only 2 blocks at the administrator’s discretion.

For further information regarding IHL requirements go to [www.mississippi.edu](http://www.mississippi.edu)

Seniors who have a “free” period, (vo-tech completers and IHL completers) may schedule only 2 classes if DUALY enrolled in a post-secondary course. These students will have one Perry Central class and one college class.

## **State Board of Education Policies related to Graduation Requirements and Resources**

1.As of April 17, 2015, the State Board of Education (SBE) granted approval of a final rule to revise the following State Board Policies related to graduation:

- 1) State Board Policy 3801 – Policies for Subject Area Testing
- 2) State Board Policy 3802 – Policies for Carnegie Unit Credit
- 3) State Board Policy 3803 – Assessments Required for Graduation

State Board Policy 3803 contains the following revision effective for students enrolled in the 2014-2015 school year:

2. Beginning with school year 2014-2015, students shall graduate by passing the course and meeting one (1) of the following options:
  - a) Passing the applicable end-of-course Subject Area Test;
  - b) Using options outlined in State Board Policy 3804;
  - c) Using the end-of-course Subject Area Test score with the overall course grade based on the Concordance Table for each of the four end-of-course Subject Area Tests as provided to the school districts by the Mississippi Department of Education (MDE). (Students must be enrolled in school in order to utilize this option.)

## **INTERVENTION PROCESS**

MDE shall require an instructional model designed to meet the needs of every student. The model shall consist of three tiers of instruction. The Three-Tiered Intervention as described below is a regular education function.

Tier I. Quality classroom instruction based on MS Curriculum Frameworks  
(Data documentation of interventions for a minimum of six weeks)

Tier II. Focused supplemental instruction  
(Data documentation of interventions for a minimum of six weeks)

Tier III. Intensive interventions specifically designed to meet the individual needs of the student.  
(Six-week minimum documented interventions, not to exceed eighteen weeks maximum per subject area)

Teachers shall use progress-monitoring information to (a) determine if students are making adequate progress, (b) identify students as soon as they begin to fall behind, and (c) modify instruction early enough to ensure each and every student gains essential skills. Monitoring of student progress is an ongoing process that may be measured through informal classroom assessment, benchmark assessment instruments, and large-scale assessments.

If strategies at Tiers I & II are unsuccessful, students must be referred to the Teacher Support Team (TST). The TST is the problem-solving unit responsible for interventions developed at Tier III. Each school must have a Teacher Support Team (TST) implemented in accordance with the process developed by the Mississippi Department of Education. The chairperson of the TST shall be the school principal as the school's instructional leader. The core members of the Teacher Support Team shall not be comprised of members of the school's Special Education staff. Special Education staff may serve in an advisory capacity only.

Interventions shall be:

- √ designed to address the deficit areas;
- √ research based;
- √ implemented as designed by the TST;
- √ supported by data regarding the effectiveness of interventions.

In addition to failure to make adequate progress following Tiers I & II, students will be referred to the Teacher Support Team for interventions as specified in the guidelines developed by MDE if any of the following events occur.

- A. Grades 1-3: A student has failed one (1) grade;
- B. Grades 4-12: A student has failed two (2) grades, OR
- C. A student failed either of the preceding two grades and has been suspended or Expelled for more than twenty (20) days in the current school year.

Referrals to the Teacher Support Team must be made within the first twenty (20) school days of a school year if the student failed the preceding year resulting in a referral as stated above.

## **SPECIAL EDUCATION (SPED) PROMOTION/RETENTION POLICY**

Students enrolled in special education courses shall receive a report card that designates the grade earned and the level on which the student is working. Students enrolled in self-contained special education programs may be transferred as follows:

- Students who reach the age of fifteen on or before September 1 of a given year shall be transferred to ninth grade.

Promotion for special education can be based on regular education promotion and retention policy, or through the IEP objectives. The following procedure should be implemented:

- Promotion is based on mastery of IEP objectives, not mastery of the Mississippi required curriculum objectives. Both SPED teachers and classroom teachers are responsible for documenting the level of accommodations made to enable the student to be successful. The regular classroom teacher is responsible for informing the SPED teacher of the student's progress or lack of progress during the 9 weeks if the SPED teacher can not be in the room when a particular subject is taught.

## **EXIT OPTIONS FOR STUDENTS WITH DISABILITIES**

Special Education students entering the ninth grade in the 2002-2003 school year and after will have three (3) options concerning a course of study:

1. Students may enroll in an academic course of study aimed at obtaining a Mississippi High School Diploma or a Mississippi High School Diploma with Advanced Academic Endorsement.

2. Students may enroll in an occupational course of study aimed at obtaining a Mississippi Occupational Diploma. The student must have an approved portfolio containing a collection of evidence of the student's knowledge, skills, and abilities related to the occupational core curriculum. The primary postgraduate goal for students enrolled in the occupational course of study is competitive employment. This option shall be offered only to students with disabilities, as defined by the Individuals with Disabilities Education Act (Public Law 105-17).

3. Students may obtain a Graduation Certificate based on the completion of IEP goals.

The decision regarding choosing a program of study leading to one of these exit options must be made by the student's Individualized Education Program (IEP) committee during the student's ninth grade year or IEP developed prior to the student's sixteenth birthday, whichever comes first.

## **ALTERNATIVE EDUCATION**

Students attending the Perry County School District who are classified as at-risk and cannot function in the regular school setting may be offered an alternative education. The Perry County School District provides the alternative education through the Perry County Achievement Center (PCAC).

This center was formed to develop, implement, and provide alternative education for all classifications of at-risk youth who are in grades 5-12.

The major goal of PCAC is to improve the academic and personal skills of potential secondary school dropouts to a degree that will permit them to return to the regular school program and graduate or obtain a GED.

At-risk students may be referred to the principal of their local school by school personnel, parents, or community agencies for possible placement in the alternative center.

**Students arriving upon their home school campus for transfer to the alternative center in the a.m. or returning to their home school campus in the p.m. must at all times remain outside the building in the bus pick-up area.**

Students placed in alternative center will not be allowed to participate in nor attend any extracurricular activities.

### **Due Process:**

Students are afforded due process. Information is distributed to the students regarding school rules and student conduct in the student handbook.

When a disciplinary action results in a disciplinary reassignment, suspension or expulsion, due process of law involves three procedures:

1. Prior Notification- The student and /or legal guardian is informed of the disciplinary action which is being considered.
2. Specification of Charges-The student/or legal guardian is made aware of misconduct for which the student is being accused.

3. Opportunity to Respond-The student and/or legal guardian is allowed to present his view of the accusations and of the disciplinary action to be taken.

An appeal may be made to the principal, in writing, if the procedure or a decision is questioned. The principal's decision may be appealed in writing, to the superintendent of schools.

**PLACEMENT CRITERIA** The principal shall require verification from the appropriate home school guidance counselor that a student referred is suitable for placement. Before a student is removed and placed in the program, the Superintendent must determine that the disciplinary policy of the local district is being followed. The removal of a student requires a committee of teachers and other appropriate professional personnel to develop the IIP or IEP, for students receiving special education service, to ensure the continued education for the removed student. The IIP should include the duration of placement. The IIP and IEP must be completed prior to placement. Student placement into an alternative education program is based on a required referral process. This referral process will need to be included in the district's handbook. The Disciplinary Committee may be comprised of a minimum of three members, (i.e., principal, teacher, counselor) and a special education teacher, when applicable. The parents or guardian of the student should be present during the Committee's hearing. A student's placement or assignment may be extended due to academic, behavior, or attendance deficiencies. Students assigned to the alternative program are expected to pass their academic courses and attend school on a daily basis, unless otherwise excused. Students assigned to the alternative education program must exhibit appropriate behavior and adhere to the alternative school's rules and regulations. In the case of a recommendation for alternative education placement, the superintendent or his designee must conduct a review of the recommendation. The review shall take into account the following factors: • the student is suspended for more than ten days or expelled • the nature and seriousness of the violation • the degree of danger to the school community • the student's disciplinary history, including the seriousness and number of previous infractions • the appropriateness of an alternative education placement or program • the student's age and grade level • the results of any mental health, substance abuse, or special education assessments • the student's attendance and academic records • a customized intervention program with support services to meet the needs of individual students assigned to the program • a comprehensive transition plan for each student returning to the traditional school setting that outlines support services that are to be provided upon the student's return to the home school.

**TRANSITION TO ALTERNATIVE EDUCATION PROGRAM** Detailed information from the home school will be provided and include the following: • academic reports • attendance reports • copies of requested cumulative records • counseling reports • counselor referral • detailed report surrounding the disciplinary infraction • Due Process information • emergency information • IIP or IEP if student is receiving special education services • intervention/s used (RTI, TST, including behavior logs) • manifestation determination results and minutes • MSIS information • other behavioral/disciplinary reports • parental input • referral form (include duration of placement) • superintendent approval for placement • test data.

## **GRADUATION OPTION PROGRAM**

Students must have at least 8 credits to be eligible for the GO Program (Graduation Options Program). The following guidelines will apply to the GO Program:

- \*All other reasonable avenues have been exhausted for the student to earn a high school diploma in four years.
- \*By entering the GO Program the student can meet the graduation requirement of 21 credits set by the state, but the student cannot meet the graduation requirement of 28 credits for the Perry County School District.
- \*The TST committee will determine student eligibility for the program.
- \*Recommendations of a student for the GO Program can be made by

parent, faculty or administration.

\*Parent/Guardians are contacted to attend a GO Program Team meeting.

The student will only enter the GO Program based on the recommendation of the GO Program Team. The GO Program Team will develop an IGP (Individualized Graduation Plan) for the student.

\*The student and the parent/guardian will sign a contract to participate and complete the GO Program. Once the GO Program contract has been signed, the GO Program student may not re-enter the regular or traditional graduation track.

\*Students in the GO Program may choose one of the following options for Graduation:

1. Option 1 (24 credits) includes the state required credits (see Appendix 2 of the State Graduation requirements) and a two year vocational completer;
2. Option 2 (21 credits) as required by the state (see Appendix 2 of the State Graduation requirements). This option must be approved by the superintendent or the superintendent designee.

The students selecting one of the above options for graduation will meet the state requirements for graduation rather than the Perry County School District requirements of 28 credits.

\*Diploma and Graduation:

1. Upon completion of option 1 of the GO Program, the student will be awarded a Perry County Vocational Completer certificate and a Perry Central High School diploma. The completed/official high school transcript will indicate the specific GO Program.
2. Upon completion of Option 2 of the GO Program, the student will be awarded a Perry Central High School diploma. The completed/official high school transcript will indicate the specific GO Program.

\*\*\*The student successfully completing the GO Program will be allowed to participate in the Perry Central High School Graduation ceremony.

**CAREER PATHWAY OPTION  
SENIORS OF SCHOOL YEAR 2018-2019  
(Entering ninth graders in 2010-2011)**

<b>CURRICULUM AREA</b>	<b>CARNEGIE UNITS</b>	<b>REQUIRED SUBJECTS</b>
<b>English</b>	<b>4</b>	<b>English I English II</b>
<b>Mathematics</b>	<b>3</b>	<b>Algebra I</b>
<b>Science</b>	<b>3</b>	<b>Biology I</b>
<b>Social Studies</b>	<b>3</b>	<b>1 US History</b>

		<b>½ US Government ½ Mississippi Studies</b>
<b>Health and Physical Education</b>	<b>½</b>	<b>½ Comprehensive Health or ½ Family/Individual Health ½ Physical Education</b>
<b>Career and Technical</b>	<b>4</b>	<b>Selected from Student's Program of Study</b>
<b>Integrated Technology</b>	<b>1</b>	<b>Computer Discovery, ICT I, ICT II 9<sup>th</sup> STEM, or Computer Applications and Keyboarding</b>
<b>Additional Electives</b>	<b>2 ½</b>	<b>Course selected from the student's approved program of study</b>
<b>Total Units Required</b>	<b>21</b>	

Mississippi's Institution of Higher Learning requirements differ from minimum graduation requirements for this diploma pathway.

Compensatory Reading and Compensatory Writing shall not be included in the four English courses required for graduation. The two additional English credits must be from the student's program of study which includes Technical Writing, Creative Writing, English III, English IV, or any college level dual credit courses.

Compensatory Mathematics may not be included in the four mathematics courses required for graduation. Effective with eighth graders of 2008-2009, Pre-Algebra and Transition to Algebra may not be taken after a student completes Algebra I. For students pursuing the Career Pathway Graduation Option, at least one of the required mathematics courses must be above Algebra I and selected from the student's program of study. The allowable mathematics courses that can be taken which are higher than Algebra I are: Geometry, Algebra II, Survey of Mathematical Topics, Advanced Algebra, Trig, Pre-cal, Calculus, AP Calculus AB, AP Calculus BC, Discrete Mathematical, Statistics, and AP Statistics, or any college level dual credit courses. Effective with the eighth graders of 2004-2005, Pre-Algebra, Transition of Algebra, and Algebra I, may be taken in the eighth grade for Carnegie unit credit. Effective with the eighth graders of 2008-2009, Geometry may be taken in the eighth grade for Carnegie unit credit.

For students pursuing the Career Pathway Graduation Option, at least one of the required science courses must be above Biology I (must include Physical Science or Chemistry) and selected from the student's program of study. If a student's program of study allows, one unit may be in Introduction to Agriscience, Concepts of Agriscience, Science of Agricultural Plants, Science of Agricultural Animals, or Science of Agricultural Environment. Two units may be earned by completing the AEST 3-course

sequence: one unit in Concepts of Agriscience; two units in Science of Agricultural Animals, Science of Agricultural Plants, or Science of Agricultural Environment. Two units may be in the following courses if the student completes the 2-course sequence: Agriscience I & II; Health Sciences I & II; Forestry I & II; Horticulture I & II; Plastics and Polymer Science I & II; and Technology Applications I & II.

Advanced placement US History is accepted in lieu of the required U S History 1877 to Present. The third social studies credit should be selected based on the student's program of study.

The credit earned for a State/Local Government course in any other state by an out-of-state transfer student who enters after the sophomore year can stand in lieu of Mississippi Studies or Mississippi State and Local Government. If the transfer student took a State/Local Government course in a grade level that did not award Carnegie unit credit, than any other ½ unit social studies course may be accepted. An out-of-state student who transfers after the junior year may substitute any other ½ unit social studies course.

Credit earned in Allied Health I/ Health Science I may be accepted in lieu of Comprehensive Health or Family and Individual Health to meet the graduation requirement for 1/2 Carnegie unit in Health. Interscholastic athletic activities, band and ROTC if they meet the instructional requirements specified in the Fitness through Physical Education Framework may also be accepted. Career and Technical (CTE) courses must be based on the student's program of study and should include dual credit/dual enrollment options as found in Section 37-15-38 of the Mississippi Code of 1972.

Evidence of proficiency in technology is accepted in lieu of the required courses if the student earns one unit in a technology-rich academic or career technical course related to their program of study.

Electives must be selected from courses related to the student's program of study. Credits earned not approved for that student's program of study will not be counted toward graduation requirements.

### **CLASSIFICATION / PROMOTION POLICY**

To be classified as a sophomore, one must have successfully completed seven (7) units of credit; to be classified as a junior, one must have fourteen (14) units of credit; and to be classified as a senior, one must have twenty-one (21) and above units of credit. Grade classification is to be updated each year. No student shall be given a Carnegie unit of credit for any course in which the student has not achieved objectives outlined by the State Board of the Perry County School District. Student performance on the core objectives must be used as the principle basis for determining whether a student fails or passes for each elementary school and secondary school academic course. (See "Academic Credit,")

## **PERRY CENTRAL HIGH SCHOOL GRADUATION POLICY**

Participation in Perry Central High School Graduation is limited to those students who have completed all graduation requirements, as specified by the Perry County School Board and the Mississippi State Board of Education. In addition, students participating in graduation shall comply with all rules and regulations regarding attendance at practice for graduation exercises, proper dress and/or attire, and any other regulation deemed appropriate.

## **GENERAL POLICIES REGARDING COURSE SELECTION**

The policies listed below will be followed by students, parents, and counselors in setting up the students' programs:

It is the intent of the Perry County Schools that students will be assisted at the of the end of the 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade year in making course selections, that will best meet the student's needs, interests, and capabilities in preparing them for their career choices and goals as they work toward high school graduation. This will be accomplished through the teacher advisor program and assistance from the guidance counselor and career center technician at the discretion of the Perry County School Board. Students are permitted to earn a maximum of 5 units of credit toward graduation per semester and 10 within any one school year (36 weeks)

## **CAREER PATHWAY EXPERIENCE**

Career Pathway Experience is a semester-based course of which students may choose to enroll for one or two semesters. This course allows students to explore career options, enhance employability skills, develop communication skills, acquire leadership and problem-solving skills, and contribute to community economic development. CPE is offered to 11<sup>th</sup> and 12<sup>th</sup> grade students and meets the College and Career Readiness Requirement for Graduation. These students will receive classroom instruction and career-oriented training. Upon completion of the Career Pathway Experience Program, students will receive 1 credit per semester. Career Pathway students may be allowed to check out at the end of 2<sup>nd</sup> Block if scheduling allows.

## **GRADING SYSTEM**

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Letter Grade	Number Grade
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A	90 - 100
B	80 - 89
C	70 - 79
D	65 - 69
F	Below 64 (No Credit)
I	Incomplete

Grades will be placed on report cards each midterm. The above scale will be used in reporting the student's grade.

Mid-term grades are determined as followed:

Mid-Term	Example
Daily Grades Count $\frac{1}{4}$	86
Test (Major Projects) $\frac{1}{2}$	$78+78=156$
Mid-term $\frac{1}{4}$	<u>75</u>
	317 Divide by 4
	79 Average

The yearly average will be determined by adding the first and second term grades and dividing by two.

## EXEMPTION POLICY

Students may be exempt from taking final exams under the following conditions.

To determine a student's average for exemption you add both of their first term and second term for the final average. This gives you the grade that determines their exemption. If they are exempt this is the grade that you use for their final grade. If they are not exempt they will take the final exam. The final exam counts  $\frac{1}{4}$  of the grade.

- A. Students with an average of 90 or above in a class shall be exempt from the exam in that class if he or she has:
- a. NO excessive absences (No more than five excused absences)
  - b. No more than two Office Discipline Referrals
  - c. No fines owed

OR

- B. Students with an average of 85-89 in a class shall be exempt from the exam in that class if he or she has:
- a. No excessive absences (No more than two excused absences)
  - b. No more than two Office Discipline Referrals
  - c. No fines owed

Students who meet the requirements for exam exemption will be exempt from taking their exam ONLY, not the school day. If a student is exempt from taking exams and chooses not to attend school on exam day, he or she will be counted absent. However, the absence will not count against Perfect Attendance Awards. No exemptions will be permitted for any student who has been assigned to ISD or Out-of-School Suspension.

\*\*The exemption does not apply to the first term exam in courses for which the subject area test are given; Algebra I, Biology I, English II, and US History.

Three unexcused tardies may be counted as an unexcused absence and applied toward determination of final exam exemption.

## **PROGRESS REPORTS**

During the fifth week of each nine-week term all teachers will inform the parents of the progress of the student in each subject. This is done by way of a progress report. Students in all schools will sign receipts for the progress reports to be signed by a parent and returned by the date on the progress report. Parents will find the progress report release dates on the school calendar.

## **PARENT CONFERENCES**

Parent-teacher conferences are encouraged. Communication with parents many times is the key to student success and positive rapport with the parent. All parent-teacher conferences will be held before or after school, or during planning periods. Teachers will not be called out of their rooms to talk with a parent. A mutually satisfactory time will be arranged for the conference. The principal will sit in on the conference if the teacher or parent requests. The counselor will assist in arranging conferences.

## **REPORT CARDS**

1. Report cards will be issued following the end of each mid-term and final.
2. Parents should be aware of dates when report cards will be issued. Parents should expect students to have their report cards on dates as noted in the calendar. Parents should also check student progress via Active Parent. These grades will be updated weekly by teachers!

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974**

Parent(s) or eligible student may request, in writing to the principal, an appointment to inspect and review contents of the student's educational records. Appointments must be granted within forty-five (45) days of request. Parent(s) or eligible student may request, in writing to the principal, that a school correct records believed to be inaccurate or misleading. If the school refuses to change the records, the parent(s) or eligible student may request in writing to the principal, a formal hearing. After the hearing, if the school still refuses the correction, the parent(s) or eligible student has the right to put a note in the record explaining his or her concerns.

Parent(s) or eligible student may review the student's record on request. Educational records may not be released to a third party without the written consent of parent(s) or the eligible student. The following exceptions are legal:

1. School employees
2. Other schools to which the student is transferring
3. State or Federal officials for audit purposes or for reporting information required by state statute
4. Financial aid officials in connection with a student's application for aid
5. Educational agencies for developing, validating, and administering predictive tests or studies if such information will not permit identification of individual students
6. Appropriate persons who need information to protect health and safety of students
7. Parents of a student over eighteen (18) who is still a dependent

A record of individuals requesting access to the educational record of each student will be maintained in each school building. The record will contain the signature, the date, and the reasons for needing access and will be available for parents' review upon request.

Student Records are in the following locations:

Cumulative School Record.....Elementary or High School Principal's Office  
Psychological Records and Special Education Records....Coordinator of Special Education

## **HONORS AND AWARDS**

Superior performance in both academic and non-academic areas for students in Perry County Schools shall be recognized. To accomplish this, the following honors and awards will be given to deserving students.

Honor Roll - These are published at the end of each nine weeks. To qualify for the honor roll a student must have no grade below a B and be enrolled in at least 2 academic subjects. Honor rolls will be designated as all A's Honor Roll and A & B Honor Roll.

\*End of year awards for honor roll must have met requirements for the past 3 (9-weeks) grading periods.

The award of STAR Student is given annually to the student who attains the highest ACT score. At Perry Central High School, this score must be a minimum of 25 overall for the award to be presented. For years where no student achieves an overall ACT of 25, no award will be given. Also, the STAR Student must possess an overall GPA of 95 or better in selected courses as dictated by the STAR program.

Student of the Week, Month, and Year-Student must have no office referrals, must have good class attendance with no tardies, student must show conscientiousness in class work, and have all assignments completed, student must display overall good citizenship toward teachers and fellow students.

A senior will be given an award in each of the major academic areas: Math, English, Science and Social Studies. This will be the senior with the highest GPA based on guidelines from the academic awards committee.

Listed below are the numeric requirements for honor graduates:

## Honor Scales

Honors: 87

High Honors: 95

IHL/CPC Honors: 85

IHL/CPC High Honors: 93

## CLASS RANK

The academic class rank for diploma bound students will be determined on the basis of **required subjects determined by the State of Mississippi (no electives included) plus specific accelerated, advanced, dual enrollment/dual credit, or second level foreign language courses**, attempted from the date of entry into the eighth grade through the end of the fall semester of the senior year and the middle of the spring semester of the senior year.

### \*GPA Calculation

Final grades, (yearly or semester) will be used to calculate grade point averages. All grades receiving a credit (with the exception of one credit for athletics) will be used in the calculation. Any failed classes will also be included unless the class is retaken. In such instances, the grade for the failed class will not be used. This system is used by most colleges and the NCAA Initial Eligibility Clearinghouse.

A's – (90 – 100) will receive 4 points

B's – (80 – 89) will receive 3 points

C's – (70 - 79) will receive 2 points

D's – (65 - 69) will receive 1 point

Example:	Credit	Grade	Quality Points (multiply credit by grade)
Botany	.5	95/A	.5 x 4 = 2
Zoology	.5	82/B	.5 x 3 = 1.5
CCRS English II	1	66/D	1 x 1 = 1
CCRS Algebra I	1	65/D	1 x 1 = 1
Auto Service Tech. I	2	90/A	2 x 4 = 8
			<b>13.5 quality pts.</b>

**GPA** = Quality points (13.5) divided by total number of possible credits (5)

$$13.5 \text{ divided by } 5 = 2.7 \text{ GPA}$$

Any advanced courses designated in the handbook will receive the following points for calculating GPA's:

A's – 5 points      B's – 4 points      C's – 3 points      D's – 2 points  
Addendum to Student Handbook

The following classes are considered accelerated and advanced and will be weighted by 1.05 points. Final average only! Average will be weighted for the purpose of determining class rank and will not be listed on the student record.

Accelerated CCRS English I, II, III, IV  
Algebra III  
Trigonometry  
Advanced World Geography  
Calculus  
Physics  
Statistics  
Any second level foreign language  
Health Science II

All Advanced Placement or Dual Enrollment/Dual Credit classes will be weighted by 1.10 points. Final average only! Average will be weighted for the purpose of determining class rank and will not be listed on the student transcript.

Example: A grade of 98 in Accelerated English would be listed as “98” on the student’s transcript. For ranking purposes only, the grade of 98 will be multiplied by 1.05, which equals 102.9.

Student Transcript will show the following:

Accelerated CCSS English	98
U. S. Gov't	95
Economics	92
Algebra III	94

Calculating averages for class rank will show weighted grades listed below:

Accelerated CCRS English	102.9
U. S. Gov't	95
Economics	92
Algebra III	98.7

After a course has been passed, no future grade earned in the same course is to be used in determining class rank.

A student’s rank will be determined according to **cumulative average** (NOT GPA!) Averages for determining rank, valedictorian and salutatorian will be available after the midpoint of the spring semester of the senior year.

Weighted grades (AP, ACC, etc.) are used for the purpose of determining rank in class and honor graduates only. Actual grade earned is what is recorded on the transcript.

## **VALEDICTORIAN AND SALUTATORIAN**

**All candidates for valedictorian and salutatorian must complete the college prep curriculum and successfully pass at least two dual enrollment/dual credit courses.** The senior with the highest cumulative average will be the valedictorian and the senior with the second highest cumulative average will be the salutatorian. A student must complete all 4 years in high school (**NO** 3-year completers). A student must also be enrolled for three (3) semesters prior to graduation (not counting summer school) to be eligible for valedictorian or salutatorian.

### **Early Graduation**

The Perry County School District does not encourage attempts to complete a course of study for high school graduation in less than four full academic years. However, modifications of the four-year attendance requirements for high school graduation may be accepted provided the student has satisfactorily completed the requirements for graduation as set forth by the Mississippi Department of Education and the Perry County School District. Students planning to graduate early must notify the counselor by December 1 of their junior year.

In order to graduate early, a student must complete six (6) semesters or three years of high school and have successfully completed the terms of the Perry County School District Graduation requirements.

The following procedures must be followed when a student requests early graduation:

1. Students are required to indicate their intentions to a counselor any time during their sophomore year with the deadline of December 1 of their junior year.
2. The student and parent/guardian will set up a conference with the counselor to complete the following:
  - a. Academic credit check**
  - b. Document reasons for early graduation that align with post-high school plans**
  - c. Set up a tentative final schedule**
  - d. Give parental permission form for early graduation, which must be completed before February 1 of their junior year. The form is returned to the principal.**
  - e. Instruct student to have parent/ guardian and student request conference with counselor, principal, student and parent/guardian after the permission form is completed.**
3. A conference with the principal is mandatory. The principal will approve or disapprove the student request for early graduation

**STUDENTS WHO CHOOSE TO GRADUATE WITHIN 3 YEARS WILL NOT BE INCLUDED IN CLASS RANK WHEN ACADEMIC SCHOLARSHIPS ARE DETERMINED BY RANK. (4 YEAR STUDENTS PRECEDE 3 YEAR STUDENTS WHEN RECEIVING SCHOLARSHIPS BASED ON CLASS RANK)**

**PERRY CENTRAL HIGH SCHOOL  
CREDIT RECOVERY PROGRAM 2016-2017**

- I. Credit recovery is defined as a course-specific, skill-based learning opportunity for students who have previously been unsuccessful in mastering content/skills required to receive course credit or earn promotion.
- II. Credit Recovery Program Rules, Regulations, and Processes.
  1. Admission to and removal from the Credit Recovery Program:
    - a. Students will fill out an application that will include student name, grade level, grade received in class, teacher of class and signature, parent signature, counselor and administrator signature.
    - b. Minimum criteria for participating in the credit recovery program.
      1. Must be enrolled at Perry Central High School
      2. Failed the course with a grade between 54-64
      3. Must have parental consent
      4. Student will be screened for need
    - c. Students who have already received credit for a course are not eligible unless they have not passed the end of course test(s) required for graduation.
    - d. A student may take no more than two credit recovery courses at one time.
    - e. Students may not remain in a credit recovery course for more than one year.
  2. Instruction:
    - a. Perry Central High School may use direct instruction, computer assisted instruction, or Mississippi Virtual Public School.
    - b. Staff development is provided for instructors and facilitators
  3. Content and Curriculum: Credit recovery curriculum shall be based on the Mississippi Curriculum Frameworks competencies and objectives or Mississippi College and Career-Ready Standards.
  4. Grades: Students will receive a grade of 65 when they successfully complete the course requirements.

**STUDENT CONDUCT/DISCIPLINE**

## STUDENT CONDUCT

1. Students at Perry Central High School are expected to maintain behavior at all times that produce an effective and safe learning environment. The School Board and administrators will not tolerate inappropriate student behavior.
2. The rules and regulations regarding student conduct is in effect during all school activities, whether on Perry Central Property or during school hours. If the activity is sponsored by the school and/or persons or students representing Perry Central High School all school board approved rules are in effect.
3. Significant interruptions of the educational process resulting from overt disrespect shown by students to faculty members, and vulgar or otherwise discourteous actions will not be permitted.
4. A student must obey any and all instructions of the faculty and administrators, in the absence of parental instructions to the contrary. If a student refuses to obey instructions because of contrary parental instructions, he/she may be suspended from school until a conference between the principal of the school and student's parents can be arranged. In cases of an emergency, the principal or, the official in charge of the school function, may so inform the student and require his/her immediate cooperation.
5. Failure to identify oneself to a faculty or staff member will be considered as gross misbehavior: as will refusal to follow instructions from faculty members, profane language, insolent, contemptuous, or belligerent behavior or remarks, and other just cause.
6. Students are prohibited to have in their possession cellular phones, pagers, radios, TVs, CD players, and other noise making devices (including SIM cards) during regular school hours. These articles will be confiscated and returned as followed:
  - 1<sup>st</sup> offense – The parent/guardian may pick up the device from a school administrator after 30 days.
  - 2<sup>nd</sup> offense – The parent/guardian may pick up the device from a school administrator after 60 days.
  - 3<sup>rd</sup> offense – The parent/guardian may pick up the device from a school administrator at the end of the school year.
7. No student attending school at any attendance center in the Perry County School District shall be permitted to use or to carry upon his or her person or in any other manner or to have in his or her possession in any way any knife, razor, razor blade, ice pick, brass or metallic knuckles, pistol, plastic or toy gun, or any dynamite, firecrackers, caps, or other fireworks of any nature, kind or manner could cause bodily harm, injury, or death to any person. Students who are in violation of the Perry County Youth Court policy regarding firearms will be subject to immediate arrest.
8. No student enrolled in Perry County Schools shall be permitted to use or to carry upon his or her person in any manner or to consume and/or be under the influence of or to have in his or her possession any type of alcoholic beverage, morphine, marijuana, cocaine in any form or any other "leisure" or recreational drug, opium, heroin, or their derivatives or compounds, drugs commonly called LSD, "pep" pills, tranquilizers, or any other narcotic drug, orally, by patch intravenously, inhaled or in any other manner, may cause the person to be under the influence of any of the same at any attendance center in this school district.
9. No student shall have in their possession any over-the-counter or prescription drug of any kind. If a student is on prescribed medication, the medication is given to the nurse and the nurse will give the student the doses as needed. See medication section for further details.
10. Any student violating any of the provisions of these policies of the Board of Education, in the sole and absolute discretion of the principal of the attendance center where in such offense is committed and the Superintendent of Education of the Perry County School District, or in the Superintendent's absence, the Assistant Superintendent of the Perry County School District, shall be suspended for a period to be determined by the school administrator and may be expelled in the sole and absolute discretion of the Board of Education of this school district. Appropriate referrals will be made to juvenile authorities as required under state law.
11. Incidents involving initiations, hazing, intimidations, and/or related activities of such group affiliations which are likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students are prohibited.

12. The School District shall enforce the above rules and attempt to ensure that any student wearing, carrying, or displaying gang paraphernalia or exhibiting behavior or gestures which symbolize gang membership and/or participating in activities which intimidate or affect the attendance of another student shall be subject to appropriate disciplinary actions.

## **DUE PROCESS**

Students are afforded due process. Information is distributed to the students regarding school rules and student conduct in the student handbook.

When a disciplinary action results in a disciplinary reassignment, suspension, or expulsion, due Process of law involved three procedures:

1. Prior Notification – The student and/or legal guardian is informed of the disciplinary action which is being considered.
2. Specification of Charges – The student and/or legal guardian is made aware of the misconduct for which the student is being accused.
3. Opportunity to Respond – The student and/or legal guardian is allowed to present his view of the accusations and of the disciplinary action to be taken.

An appeal may be made to a principal, in writing, if the procedure or a decision is questioned. A principal's decision may be appealed in writing, to the superintendent of schools.

## **PREVENTION OF SCHOOL VIOLENCE**

SECTION 1. Section 97-37-17, Mississippi Code of 1972, is amended as follows:  
97-37-17

1. The following definitions apply to this section:
  - A. "Educational property" shall mean any public or private school building or bus, public or private school campus, grounds, recreational area, athletic field, other property owned, rented, leased, used or operated by any local school board, school college or university board of trustees, or directors for the administration of any public or private educational institution or during a school related activity; provided however, that the term "educational property" shall not include any sixteenth section school land or lieu land on which is not located a school building, school campus, recreational area or athletic field.
  - B. "Student" shall mean a person enrolled in a public or private school, college or university, or a person who has been suspended or expelled within the last five (5) years from a public or private school, college or university, whether the person is an adult or minor.
  - C. "Switchblade knife" shall mean a knife containing a blade or blades which open automatically by the release of a spring of a similar contrivance.
  - D. "Weapon" shall mean any device enumerated in subsection (2) or (4) of this section.
2. It shall be a felony for any person to possess or carry, whether openly or concealed, any gun, rifle, pistol or other firearm of any kind, or any dynamite cartridge, bomb, grenade,

mine or powerful explosive on educational property. However, this subsection shall be guilty of a felony and, upon conviction there of, shall be fined not more than five thousand (\$5,000.00), or committed to the custody of the State Department of Corrections for not more than three (3) years, or both.

3. It shall be a felony for any person to cause encourage or aid a minor who is less than eighteen (18) years old to possess or carry, whether or any dynamite cartridge, bomb, grenade, mine or powerful explosive on educational property. However, this subsection does not apply to a BB gun, air rifle, or air pistol. Any person violating this subsection shall be guilty of a felony and, upon conviction thereof, shall be fined not more than five thousand dollars (\$5000.00) or committed to the custody of the State Department of Corrections for not more than three (3) years, or both.
4. It shall be a misdemeanor for any person to possess or carry, whether openly or concealed, any BB gun, air rifle, air pistols, Bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for personal shaving), and any sharp-pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation of food, instruction and maintenance on educational property. Any person violating this subsection shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not more than One Thousand Dollars (\$1,000.00) , or be imprisoned not exceeding six (6) months, or both.
5. It shall be a misdemeanor for any person to cause, encourage or aid a minor who is less than eighteen (18) years old to possess or carry, whether openly or concealed, any BB gun, air rifle, air pistols, Bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for personal shaving), and any sharp-pointed or edged instrument except instructional supplies, unaltered nail filed and clips and tools used solely for preparation of food, instruction and maintenance on educational property. Any person violating this subsection shall be guilty of a misdemeanor and , upon conviction thereof, shall be fined not more than One Thousand Dollars (\$1,000.00), or be imprisoned not exceeding six (6) months, or both.
6. It shall not be a violation of this section for any person to possess or carry, whether openly or concealed, any gun, rifle, pistol or other firearm of any kind on educational property if ;
  - (a) The person is not a student attending school on the education property;
  - (b) The firearm is within a motor vehicle; and
  - (c) The person does not brandish, exhibit or display the firearm in any careless, angry or threatening manner.
7. This section shall not apply to:
  - (a) A weapon used solely for educational school-sanctioned ceremonial purposes, or used in a school-approved program conducted under the supervision of an adult whose supervision has been approved by the school authority;
  - (b) Armed Forces personnel of the United States, officers and soldiers of the militia and National Guard, law enforcement personnel, any police employed by an educational institution, State Militia or Emergency Management Corps and any guard or patrolman in a state or municipal institution, when acting in the discharge of their official duties;
  - (c) Home schools as defined in the compulsory school attendance law, Section 37-13-91, Mississippi Code of 1972;
  - (d) Competitors while participating in organized shooting events;
  - (e) Any person as authorized in Section 97-37-1 while in the performance of his official duties; or
  - (f) Any mail carrier while in the performance of his official duties; or
  - (g) Any weapon not prescribed by Section 97-37-1 which is in motor vehicle under the control of a parent, guardian or custodian, as defined in Section 43-21-105, which is used to bring or pick up a student at a school building, school property or school function.
8. All schools shall post in public view copy of the provision of this section.

## **STUDENT BULLYING**

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

The Perry 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 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 Perry 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; Miss. Code Ann. 37-7-301(e)

### **STUDENT COMPLAINTS OF BULLYING OR HARASSING BEHAVIOR**

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

A "hostile environment" means that the victim subjectively views the conduct as bullying or harassing behavior and the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is bullying or harassing behavior.

Bullying or harassing behavior will not be condoned or tolerated when it takes place on school property, at any school-sponsored function, or on a school bus, or when it takes place off school property when such conduct, in the determination of the school superintendent or principal, renders the offending person's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole.

## II. Procedures for Processing a Complaint

Any student, school employee or volunteer who feels he/she has been a victim of bullying or harassing behavior, or has witnessed or who has reliable information that a student, school employee or volunteer has been subject to bullying or harassing behavior shall report such conduct to a teacher, principal, counselor or other school official. The report shall be made promptly but no later than five (5) calendar days after the alleged act or acts occurred. The school official shall complete a "Bullying/Harassing Behavior" complaint form which shall include the name of the reporting person, the specific nature and date of the misconduct, the names of the victim of the misconduct, the names of any witnesses and any other information that would assist in the investigation of the complaint. The report shall be given promptly to the principal or superintendent who shall institute an immediate investigation. Complaints against the principal shall be made to the superintendent and complaints against the superintendent shall be made to the Board chairman.

The complaint shall be investigated promptly. Parents will be notified of the nature of any complaint involving their student. The District official will arrange such meetings as may be necessary with all concerned parties within five (5) working days after initial receipt of the complaint by the District. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the complaint will be reduced to writing. The District official conducting the investigation shall notify the victim and parents as appropriate when the investigation is completed and a decision regarding disciplinary action, as warranted, is determined.

If the victim is not satisfied with the decision of the District official, he/she may submit a written appeal to the superintendent. Such appeal shall be filed within ten (10) working days after receipt of the results of the initial decision. The superintendent will arrange such meetings with the victim and other affected parties as deemed necessary to discuss the appeal. The superintendent shall provide a written decision to the victim's appeal within ten (10) working days.

If the victim is not satisfied with the decision of the superintendent, a written appeal may be filed with the Board. Such appeal shall be filed within ten (10) working days after receipt of the decision of the superintendent. The Board shall, within twenty (20) days, allow the victim and parents as appropriate to appear before the Board to present reasons for dissatisfaction with the decision of the superintendent. The Board shall provide a written decision within ten (10) working days following the victim's appearance before the Board.

## **DISCIPLINE-GENERAL INFORMATION**

The basic objectives of discipline within the school may be described as four-fold:

1. To establish conditions under which no student will be permitted to prevent the teacher from teaching or any student from learning.
2. To establish and maintain study conditions that are conducive to learning.
3. To develop, on the part of each student, the habits and skills that will make him/her self-directive and to help him/her realize that he/she is responsible for his/her own behavior.
4. To guide students in learning how to make better behavioral choices based on decision-making skills that will enable them to become self-disciplined.

Conferences, reprimands, parent care, detention, suspension, expulsion or other discipline methods may result in the student's failure to conform to acceptable standards of behavior in school.

## **DISCIPLINE DEFINITIONS**

The following definitions and procedures shall be used as guidelines in matters relating to discipline and punishment

1. **AFTER SCHOOL DETENTION**—Student detention is part of the discipline plan. Detention will be held on Tuesdays, Wednesdays and Thursdays from 3 PM to 4 PM. Students must arrive on time or be assigned an additional hour of detention. Failure to follow the Administrator's directions during detention may result in more severe disciplinary actions. Students must provide their own way home and if they are unable to leave by this time they may be picked up at the Sheriff's Office. Students will have one day notice of assignment to detention.
2. **CORPORAL PUNISHMENT** is an option in the disciplinary program of the Perry County Schools and will be administered in accordance with the policy of the Perry County School District. The district has established procedures under which a parent/legal guardian will indicate whether he/she gives permission for his/her child to receive corporal punishment as appropriate under the assertive discipline plan outlined in the student handbook and in accordance with district policy. Alternative disciplinary actions will be required for students whose parents/legal guardians have not checked and signed the required Corporal Punishment Permission statement.
3. **PARENT CARE** is an intervention process through which a student is placed under parent supervision until a parent conference can be arranged with a building administrator. Parent care is not considered a suspension from school, but each day of a student's absence for parent care is considered an absence from school under the attendance policy.
4. **SUSPENSION** (both in-school and out-of-school suspension) is a forfeiture of participation in regulatory scheduled school activities (both Home & Away) for the time designated during suspension. Graded work missed during the time of suspension may be made up according to make-up work policy, see page 12. Students may be assigned to either in-school, or out-of-school suspension. In all cases, parents must have a conference with the designated school administrator before the child will be allowed to return to classes. Telephone calls will not be acceptable. In-school suspension requires that a student complete all assignments during the period of suspension. A student who disrupts the ISS program will be referred to the appropriate building administrator. Students who miss work due to an out-of-school suspension will be allowed to make up his or her missed assignments, but that work must be made up within the same number of days that the student was suspended. For example, if a student is suspended out-of-school for three (3) days, upon his or her

return, the student has three (3) days within which to complete his or her missed work. The requirement that the make-up work be completed within the same number of days the student missed due to the out-of-school suspension does not relieve the student from the requirement that he or she complete the regular assignments given to his or her class in the time allotted as well.

5. **EXPULSION** is the total exclusion of the student from participation in or attendance at any school-related activity. A student who has been expelled from the Perry County Schools must apply in writing to the Board of Education for possible readmission.
6. **SCHOOL SERVICE** is an option, students may work under supervision of school personnel in acts of cleaning or services as directed by school administration. This punishment will require written permission by parents prior to being used. It will be used in replacement of ISD. Half of work day is equal one whole day of ISD.

Repeated patterns of misbehavior may require counseling and parental involvement and assistance to the extent that the parent may be requested to come to school and attend classes with the student in order to identify and correct such behavioral patterns.

1. **ALCOHOL POSSESSION OR USE**—Students responsible in any way for alcoholic beverages of any description being on a person, in a school building, on a school bus, on school property, at an off campus activity sponsored by the school, to, from, and/or at, or adjacent to school property shall be subject to suspension and/or expulsion from school.
2. **ASSAULT**— Any act of assault accompanied by force (hitting, kicking, fighting, slapping or other such overt acts) that could cause bodily injury, or any attempt with force and violence to do bodily injury to another (threatening, bullying, and other forms of intimidation).
3. **BULLYING**— Refer to page 43.
4. **CHEATING**—Any act of giving or receiving information on tests, exams, homework, or other work or projects assigned by teacher.
5. **DISOBEDIENCE**—The failure to act upon or to follow instructions given by the person in charge. Ex: Dress Code violations.
6. **DISRESPECT**—Failure to show regard for a superior.
7. **DISRUPTIVE BEHAVIOR**—Any act, physical or vocal, which makes it difficult to continue normal activities.
8. **DRUG POSSESSION OR USE**—Students responsible in any way for illegal, prescription, or over-the-counter drugs of any description being on a person, in a school building, on a school bus, on school property, at an off-campus activity sponsored by the school, to, from and/or at or adjacent to school property shall be subject to suspension and expulsion from school.
9. **FIGHTING** – Any acts involving assaults or physical altercations between two or more individuals, that will potentially cause physical harm to another.
10. **GAMBLING/POSSESSION OF DEVICES**— Betting or placing a wager on an uncertain outcome.
11. **GANG**—Refer to gang activity or association on p. 54.
12. **HARRASSMENT**—Refer to p. 44 & 55
13. **HAZING** – Any activity expected of someone joining a group (or to maintain full status in a group) that humiliates, degrades or risks emotional and/or physical harm, regardless of the person’s willingness to participate.
14. **HORSEPLAY** – Any rough or rowdy play that causes unintentional injury to another or damage to another’s property (examples: chocking games, cup checks, burning with lighter, etc.).
15. **INCITING CONFLICT**—Bullying, intimidating, or in any way encouraging or provoking others to fight or engage in conflict.

16. **OBSCENITY/PORNOGRAPHY**—An act or expression which is offensive to the prevailing concepts of morality or decency of the school community; stressing or suggesting indecency, lust, or depravity, offensive to the senses.
17. **OPEN DEFIANCE**—Refusal to act upon or to follow instructions given by the person in charge.
18. **PARKING VIOLATION**—Refer to page 63 (student drivers and parking).
19. **PETTING**—Inappropriate touching, show of affection, etc.
20. **POSSESSION OF ELECTRONIC DEVICES**—Refer to student conduct on p. 40.
21. **PRETENSE**—Any act of telling falsehood with the intent to deceive.
22. **PROFANITY**—The irreverent use of a sacred name or any other words considered lewd or coarse, swearing, cursing, or other vile words showing contempt.
23. **SEXUAL CONTACT** – Students engaged in physical acts of sexual intercourse.
24. **SEXUAL HARASSMENT** – Unwelcome sexual advances either verbal and/or physical constitutes sexual harassment.
25. **STEALING**—Any act of removing public or private property without the consent of the owner.
26. **TARDY**—Not adhering to approved time schedule.
27. **TOBACCO USE OR POSSESSION**—Refer to page 54 (possession or use of tobacco).
28. **TRESPASSING**—Refer to trespassing p. 57.
29. **TRUANCY**—An act of being absent from school or class without permission.
30. **UNAUTHORIZED FUND-RAISING**—Refer to fundraising on p. 67.
31. **USE OF LOCKER OTHER THAN ASSIGNED**—Refer to lockers on p. 67.
32. **USING FORGED OR ALTERED DOCUMENTS**—Falsifying or altering documents with the intent to deceive.
33. **VANDALISM**—Any act of destroying, altering, defacing or otherwise damaging public or private property.
34. **VULGAR LANGUAGE**—The use of words which are offensive to anyone present or tend to defame the character of another person.
35. **WEAPONS POSSESSION**—Having in one’s possession any instrument capable of causing bodily harm.
36. **WEAPONS POSSESSIONS WITH THREAT TO USE**—Any overt display of and/or threat to use instrument capable of causing bodily harm.
37. **WILLFUL DISOBEDIENCE**—Willfully failing to act upon or to follow instructions given by the person in charge.
38. **BUS INFRACTION**—Refer to school bus discipline on pp. 52-54.
39. **OTHER**— \_\_\_\_\_

## **DISCIPLINE LADDER**

These Penalties represent the minimum and maximum a principal will use for the designated misbehavior. A principal may at his/her discretion use other school penalties to include counseling, after school detention, in-school detention, etc

**AT A PRINCIPAL’S DISCRETION, LAW ENFORCEMENT AND/OR YOUTH COURT OFFICIALS MAY BE NOTIFIED OR ASKED TO INTERVENE.**

The following discipline plan is in effect at school, transportation to and from school, and during all school activities including field trips.

Violation	Disciplinary Step
1. Alcohol Possession/Use	Step 7
2. Assault (Striking, Threatening, or Endangering any Staff, teacher, or Administrator)	Step 6
2a. Assault (of students)	Step 4
3. Bullying	Step 4
4. Cheating	Step 2
5. Disobedience	Step 2
6. Disrespect	Step 2
7. Disruptive Behavior	Step 2
8. Drug Possession/Use	Step 7
8a. Drug Paraphernalia	Step 4
9. Fighting	Step 5
10. Gambling/ Possession of Devices	Step 4
11. Gang	Step 4
12. Hazing	Step 5
13. Harassment	Step 4
14. Horesplaying	Step 3
15. Inciting Conflict	Step 4
16. Obscenity/ Pornography	Step 4
17. Open Defiance	Step 3
18. Parking Violation	Step 1
19. Petting	Step 1
20. Possession of Electronic Devices	Step 1
21. Pretense	Step 2

22. Profanity	Step 2
23. Sexual Contact	Step 7
24. Sexual Harassment	Step 4
25. Stealing	Step 5
26. Tardy	Step 2
27. Tobacco Possession (including e-cigarettes and/or vapors)	Step 3
a. Tobacco Use (including e-cigarettes and/or vapors)	Step 4
28. Trespassing	Step 4
29. Truancy	Step 2
30. Unauthorized Fund-Raising	Step 1
31. Use of Locker Other than Assigned	Step 1
32. Using forged or Altered Documents	Step 2
33. Vandalism	Step 4
34. Vulgar Language	Step 4
35. Weapons Possession	Step 7
36. Willful Disobedience	Step 4

- ISD –In School Detention
- OSS – Out of School Suspension
- Placement in alternative school becomes an option after step four.

## Discipline Ladder Progression

### STEP 1

- Contact Parents
- After School Detention 3 days
- In School Detention 1 day
- Corporal Punishment
- School Service

### STEP 2

- Contact Parents
  - After School Detention 5 days
  - In School Detention 2 days
  - Out of School Suspension 1 day
  - Corporal Punishment
  - School Service
- \*\*\*No participation or attendance in any school activities during Out of

Suspension period

-Parent conference is required with principal at school

**STEP 3**

-Contact Parents

-School Service

-In School Detention 3 days

-Out of School Suspension 2-4 days

\*\*\*No participation in or attendance at any school activities during Out of School Suspension period

-Parent conference is required with principal at school

**STEP 4**

-Contact parents

-Combination of In School Detention and Out of School Suspension 3 to 5 days

-Out of School Suspension 4 to 6 days

\*\*\*No participation in or attendance at any school activities during the Out of School Suspension period

-Parent conference is required with principal at school

**STEP 5**

-Contact parents

-Combination of In School and Out of School Suspension for 5 to 9 days

-Out of School Suspension for 5 to 9 days

\*\*\*No participation or attendance at any school activities during Out of School Suspension period

-Parent conference is required with principal at school

**STEP 6**

-Contact parents

-Out of School Suspension for 9 days

-Student may be recommended for alternative education for up to 45 days

-Student may be recommended for expulsion

\*\*\*No participation in any school activities for the remainder for the school year and no attendance at any school activity for nine weeks

-Parent conference is required with principal at school

**STEP 7**

-Contact parents

-Recommended for expulsion

\*\*\*No participation or attendance at any school activity of the remainder of the school year.

-Parent conference is required with principal Alternative School Director at school

**With parent permission a student may choose to do school service.**

Once a student enters the assertive ladder, he or she remains at that level until the next offense at which time the student moves to the next step. A student can only be on each step once per year.

\*If a student is in possession of a non-hallucinogen, non-narcotic (not a stimulant or depressant) may be handled under step four.

## **DRESS CODES AND PERSONAL GROOMING**

Students are expected to dress appropriately for school and to maintain daily personal hygiene. All students are to observe the policies listed below. Any student who violates the regulations will be given an office referral and be sent home until the violation has been fully rectified. If a parent/guardian cannot be reached to pick up the student, that student will not be allowed to attend regular classes and placed in ISS until the violation is corrected.

1. Visible body piercing will not be permitted.
2. The student must present a neat, well-groomed appearance.
3. Students will be required to wear clothing and jewelry in such a manner that will not cause undue attention or disruption of instructional activities. (For example: no low-riding/sagging pants) Pants should be worn at or above the waist level and should not be worn with holes exposing skin above the knee.
4. Head wear (bandanas, head wraps, wave caps, etc., including hoods of hoodies) will not be allowed on campus during instructional time.
5. Appropriate footwear must be worn at all times.
6. Clothing, jewelry, patches, or designs with inappropriate language or images (profanity, abusive images, symbols, etc.) will not be allowed. Clothing or items advertising products that are illegal for use by minors will not be acceptable.
7. Picks and combs are not to be worn in hair. Metal picks and combs are not allowed.
8. Garments which allow for easily concealed weapons or contraband will not be allowed. (For example: overcoats, bulky jackets, etc.)
9. Shorts, skirts, and dresses must be no more than 4" above the knee.
10. Excessively tight or baggy garments are not allowed (no sagging).
11. See through garments are not allowed.
12. Things dangling from the waistband, pockets, etc. will not be allowed.
13. All clothing must be worn according to its design if it is permitted (For Example: NO PAJAMAS).
14. The wearing of non-prescription sunglasses is not permitted in the buildings or classrooms.
15. If a belt loop exists, a belt must be worn
16. Belts and suspenders are to be fastened and worn in an appropriate manner.
17. No tank tops, no basketball jerseys or sleeveless tops may be worn.
18. Head wear will not be allowed in building (male and female)
19. Boys shirts must be tucked in at all times unless it is no longer than wrist length.
20. No blankets will be allowed to be worn by students.

The school administration will be the judge if the dress and appearance of a student is in question. This includes all school functions.

The dress and grooming of students is to be monitored by the all faculty members and the school administration throughout the school day.

### **VIOLATION OF THE DRESS CODE**

1. First violation results in a warning and correction of dress offense.
2. Second violation and thereafter results in a discipline action.

## **PERSONAL PROPERTY OF STUDENTS**

Students are responsible for their personal property. The school is not responsible for personal property lost by the students. Students are cautioned not to bring large amounts of money, electronic games, toys, cameras, and so on to school. If students wear glasses, watches, or jewelry, they are responsible for keeping up with them. Radios and jam boxes are prohibited on all school campuses unless specifically requested by the teacher in charge. Students should never leave money in or on their desks or in their lockers. If girls choose to carry a purse, it is their responsibility to keep up with them and not leave them lying around, especially if they have money in them.

## **SCHOOL BUS DISCIPLINE**

The privilege of riding a school bus carries with it some responsibilities for the student. Drivers are expected to keep order and discipline on the bus but their primary duty is to drive the bus. Students are expected to cooperate and follow the following regulations:

1. Behavior that is not permitted on the school campus is not permitted on the school bus.
2. Students must be at their assigned stops at loading time.
3. Immediately upon entering the bus, students are to be seated and remain seated until they arrive at their destination both morning and evening.
4. Students may not board the bus or leave the bus at locations other than their assigned stops.
5. Drivers have the authority to assign seats and students must sit in their assigned seats.
6. Students must remain in their seats until the bus comes to a full stop before getting up to unload.
7. Students must obey the directions of the bus driver at all times.
8. Students must identify themselves to the bus driver when asked to do so.
9. Loud talking is prohibited.
10. Students are not to damage the bus in any way and will be held responsible for repairing the damages. This is abuse of school property and may fall under the heading of vandalism.
11. Harassment of bus driver and fellow passengers is prohibited while waiting for the bus or while riding on the bus. (See Harassment Section in Handbook).
12. Vulgar, profane, and disrespectful language is not permitted.
13. Tobacco, drugs, weapons of any kind, alcohol, pornography as pictures or reading material, and other contraband of any kind is not permitted. If it is not permitted at school, it is not permitted on the bus.
14. Objects that are airborne, such as balloons, etc. are not permitted.
15. Open defiance and disrespect for the bus driver is not permitted.
16. Misbehavior as determined by school officials and repeated patterns of misbehavior will call for disciplinary action.
17. Law enforcement officials may be called upon to assist in dealing with students who do not follow the bus discipline plan.
18. Written instructions from the parent or guardian must first be approved by school officials before a student is permitted to ride a bus not regularly assigned to a student or to load or unload at a place not assigned to them.
19. Students are not to leave litter on the bus and are required to pick up items when asked to do so by the bus driver.
20. No beverages or food may be consumed on the school bus.
21. Chewing gum is prohibited on the bus.
22. Students are to be aware of traffic when getting on the bus or leaving the bus; even though the flashers and signs are displayed some drivers may not follow the traffic regulations. A student's failure to follow bus rules will result in disciplinary action by school officials and/or law enforcement.

Any act which risks the safety of the students on the bus, persons not on the bus, or the bus driver will be referred to school officials and/or law enforcement.

Video cameras will randomly monitor student behavior on the bus.

Students found to be habitually disruptive or threatening to the safety of persons on the bus will be removed from the bus and will be permanently suspended from riding the bus.

## **CONSEQUENCES FOR FAILURE TO FOLLOW BUS SAFETY RULES**

Students will be disciplined for disorderly conduct on the bus. The bus driver will give to the principal a written report of the misbehavior. Any infraction of rules stated in this handbook will result in the suspension off bus and student being disciplined according to the discipline ladder. Reports will be investigated and offenders will be subject to the following consequences:

### **Step 1**

First offense will cause a parent conference, verbal reprimand and/or paddling. A copy of the report will be sent to the parent/guardian.

### **Step 2**

The second offense will result in suspension from the bus for a period of time to be determined by an administrator. 1 to 3 days.

### **Step 3**

The third offense will result in suspension from the school bus for 5 to 10 days.

### **Step 4**

Infractions involving spitting out the window, throwing articles out of the window or on the bus, smoking, striking matches, using lighters or other dangerous behavior will result in an immediate suspension from the bus to be determined by the principal.

### **Step 5**

Assault on the bus driver or school personnel will result in an immediate suspension from the school and a recommendation for expulsion the remainder of the school year. A report will also be submitted to the Local Police Department or Perry County Sheriff's Office.

The principal may, at his/her discretion, use more severe punishment than listed above if the situation warrants. When a student is suspended from the bus, the parent/guardian must arrange for transportation to and from school. Regular school attendance is expected.

## **INTERFERENCE WITH SCHOOL BUSES**

It is unlawful for any individual, other than a member of the school administration or faculty, or law enforcement to interfere with the operation of a school bus. State Law prohibits unauthorized stopping and/or boarding of school buses or the interference with passengers boarding or unloading, under penalties of fine and/or imprisonment.

## **FIGHTING**

Students who engage in fighting, or who are responsible in any way for fighting while under the jurisdiction of the school will be subject to arrest, removal and/or expulsion from school in accordance with state statutes. This includes fighting while on a bus, at bus stops, or at any activity/event sponsored by the Perry County Schools.

## **GANG ACTIVITY OR ASSOCIATION**

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

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

Perry Central High School shall enforce the above rule and attempt to ensure that any student wearing, carrying, or displaying gang paraphernalia or exhibiting behavior or gestures which symbolize gang membership and/or participating in activities which intimidate or affect the attendance of another student shall be subject to appropriate disciplinary actions.

## **HARASSMENT**

Harassment is forbidden between student and student, teacher and student, teacher and parent, teacher and teacher or by any individual to another individual. Students are to report any harassment to a teacher or staff member as soon as possible and a preliminary report will be filed.

Harassment is forbidden within the confines of the school property and while participating in any activity provided by the school authorities. Harassment may include but not be limited to: name calling, slurs, pulling on clothing, graffiti, notes or cartoons, unwelcome touching of persons or their property, hand signs or signals, gestures, facial expressions, badgering, bullying, coercion, jokes, rumors, innuendos, demeaning comments, or any words, verbal or written (including text messages and other forms of electronic communications) that may make someone feel uncomfortable, embarrassed, or hurt physically or emotionally.

## **OTHER PROHIBITED ORGANIZATIONS**

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

## **POSSESSION OR USE OF TOBACCO**

Possession or use of tobacco or paraphernalia in any form including e-cigarettes and/or vapors is prohibited within the local buildings, on the school campus, going to or from school, or in the general vicinity of the

school campus. Students possessing or using tobacco in any form, including e-cigarettes and/or vapors at school will be punished according to the discipline ladder. **(No persons under eighteen (18) years of age shall purchase any tobacco product. No student of any high school, junior high school or elementary school shall possess tobacco on any educational property as defined in Section 97-37-17, MS Code of 1972).**

## **SEARCHES**

The Laws of the State of Mississippi permit searches on school property. Any one who is on school property may be subject to being searched when a crisis situation is impending or is occurring or has occurred. This includes any person, staff, student, parent, visitor, or citizen who is on campus. The purses, clothes, lockers, book bags, vehicles, or any property belonging to the persons who are on campus may be searched. When contraband, weapons, tobacco, drugs, alcohol, or any disallowed items are found it is subject to confiscation and being held as evidence.

The release of any and all information will be handled by the authorities in charge and must follow the protocol of releasing information.

## **OPERATING A VEHICLE ON SCHOOL PROPERTY**

Any vehicle parked on school property by a Perry County School System employee or a student is required to be in compliance with the laws governing vehicles in the State of Mississippi. They must have a valid driver's license, a valid tag, a current inspection sticker, and have liability insurance. Any vehicle is subject to be searched and towed at the request of the administration when rules and regulations have been violated, in addition the loss of driving privileges may be revoked.

**Willful disregard for the traffic rules and safety for oneself and of others will result in the loss of driving privileges and/or contacting law officials.**

## **VIOLATION OF USE OF A VEHICLE**

1<sup>st</sup> Offense - Warning/Loss of driving privileges for one week, parent notification.

2<sup>nd</sup> Offense - Loss of driving privileges for one month.

3<sup>rd</sup> Offense - Loss of driving privileges for remainder of the school year.

## **STUDENT DRIVERS AND PARKING**

1. All parking, driving, signs, and rules are to be followed at all times
2. Through traffic is not allowed on driveway nearest the main school building
3. Through traffic is not allowed when buses are loading and unloading
4. Violations of rules may result in contacting local and state traffic officers and/or loss of driving privileges.
5. All students are required to park in the designated student parking area in front of the main school during regular school hours. Parking spaces will NOT be numbered.
6. Students are not permitted to sit in or loiter around parked cars

7. Students must have permission to return to their cars during school hours.
8. Students are required to purchase a parking decal for \$ 10.00. The following documents must be presented to school administration.
  - A valid driver's license
  - A valid tag number
  - A valid driver's inspection sticker And proof of insurance.
9. If a replacement vehicle is driven and parked on campus by a student, they must get a daily pass from the office by presenting the same documentation required as listed above.
10. **Students are required to purchase a parking decal within the first two weeks of the start of the school year, or their privilege of driving on campus will be revoked.**
11. If a student must drive to school for a special reason, a temporary parking permit and temporary decal will be issued on a daily basis if the student has a valid license, current sticker, valid tag, and proof of insurance on the temporary vehicle.
12. A replacement decal can be purchased for \$ 5.00.
13. Students are not allowed to park in the grass in front of the field house.
14. Students are not allowed to park in the Vo-Tech parking lot unless authorized by Vo-tech administration.
15. A third unexcused tardy in a student's first period on-campus class will result in the issuance of driving privileges. These violations are subject to handbook policy on driving offenses.

## **SORORITIES, FRATERNITIES, AND SECRET ORGANIZATIONS**

State law specifically prohibits the existence of any sorority, fraternity, or secret society as a part of any high school in Mississippi. The Perry County School District expressly prohibits use of Perry Central High School as a part of the name of any of these groups, raising funds in the name of the Perry Central High School, conducting any part of the initiation at Perry Central High School (including wearing of unusual dress, signs, and directions or instructions given to initiates by members), and the use of any school facility-grounds or buildings- for the purpose of meeting or holding any type of program or exhibition.

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

## **TRESPASSING**

Students who are found on the school ground at unauthorized times will be apprehended by either school officials or law enforcement personnel and may be subject to arrest. In all instances of such trespassing that involves vandalism, restitution will be the responsibility of the students and their parents. Students who are assigned to parent care or out-of-school suspension, recommended for expulsion, or expelled but are on campus unaccompanied by a parent/guardian will be considered to be trespassing.

## **UNIFORMS**

Occasionally, students participate in activities which require uniforms identifiable with the Perry Central High School. While in uniform, the student is expected to conduct himself/herself in a manner

acceptable to the school system. This conduct is required whether the uniform is provided by the school or the student.

While wearing a uniform representing this district, the student is expected to conduct himself/ herself in an appropriate manner whether or not the student is under the direct supervision of school personnel. The student should represent the school in a positive manner as long as he/she is in uniform, even if the student is not at an official school function or on school premises.

Participation in school activities may be denied, terminated, or restricted as a result of behavior determined to be unbecoming or unacceptable to the school administration if the student behaved in an inappropriate manner while wearing a uniform representing Perry Central High School.

## VANDALISM

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

# GENERAL POLICIES

## APPEARANCE OF BUILDINGS AND CAMPUS

Taking pride in one's surroundings is good training in citizenship. The school buildings and the campus can be kept attractive with the cooperation of students and all school personnel. Trash and empty paper cups should be deposited in containers and restrooms should be kept clean.

## CAFETERIA

1. Breakfasts and lunches are served each day in all Perry County Schools. Prices for breakfasts and lunches will be subject to change during the school year.
2. Free and reduced price breakfasts and lunches are available for those who apply and qualify.
3. Milk may be purchased by any student in the cafeteria.
4. All students must remain at school during the lunch period unless signed out by parents or legal guardians on a daily basis.
5. Students will not take food out of the cafeteria.
6. In compliance with Federal (USDA) guidelines, commercially prepared competitive food and drink items will not be distributed or sold one hour prior to or during the lunch period and will not be taken into the cafeteria during lunch.
7. **No credit will be extended for breakfasts or lunches.**
8. The system used in identifying student meal status will be the number system. The concept of the number system requires that all students be assigned a certain coded number for the school year enabling each student to eat breakfast and lunch in the school cafeteria without a ticket or I.D. card.
9. In accordance with federal requirements, the "Offer vs. Serve" policy is in effect for all high school students. This allows the student to select any three of the five food items offered on the menu. Students must choose at least three of the five components offered; however, selecting only three or four items does not relieve the student from paying the full price of the meal.

- 10. Misconduct in the cafeteria will result in a student being referred to administration.
- 11. Lunch prices for students are as follows:

<u>Full Price</u>	<u>Reduced</u>
Breakfast \$1.00	Breakfast \$.30
Lunch \$2.50	Lunch \$.40

## **LOCAL SCHOOL WELLNESS POLICY**

The link between nutrition, physical activity, and learning is well documented. Healthy eating and activity patterns are essential for students to achieve their full academic potential, full physical and mental growth, and lifelong health and well being. Healthy eating and physical activity, essential for a healthy weight, are also linked to reduced risk for many chronic diseases, like Type 2 diabetes. Schools have a responsibility to help students learn, establish, and maintain lifelong, healthy eating and activity patterns. Well-planned and effectively implemented school nutrition and fitness programs have been shown to enhance students’ overall health, as well as their behavior and academic achievement in school. Staff wellness also in an integral part of a healthy school environment, since school staff can be daily role models for healthy behaviors.

Our goal is all students in Perry County Schools shall possess the knowledge and skills necessary to make nutritious food choices and enjoyable physical activity choices for a lifetime. All staff in Perry County Schools are encouraged to model healthful eating and physical activity as a valuable part of daily life

To meet this goal, the Perry County Schools adopts this school wellness policy with the following commitments to nutrition, physical activity, comprehensive health education, marketing, and implementation. This policy is designed to effectively utilize school and community resources and to equitably serve the needs and interests of all students and staff, taking into consideration differences in culture.

### **Commitment to Nutrition**

The Perry County Schools will:

\*Offer a school lunch program with menus that meet the meal patterns and nutrition standards established by the U S Department of Agriculture and the Mississippi Department of Education, Office of Child Nutrition Programs.

\*Offer school breakfast and snack programs with menus that meet the meal patterns and nutrition standards established by the U S Department of Agriculture and the Mississippi Department of Education, Office of Child Nutrition Programs.

\*Encourage staff and families to participate in school meal programs.

\*Operate all Child Nutrition Programs with school foodservice staff who are properly qualified according to current professional standards (Mississippi Board of Education Policy, Code EE-2E)

\*Establish food safety as a key component of all school food operations and ensure that the food service permit is current for the Food Service school site.

\*Follow State Board of Education policies on competitive foods and extra food sales (Mississippi Board of Education Policy, Code EEH).

\*Establish guidelines for all foods available on the school campus during the school day with the objective of promoting student health and reducing childhood obesity.

## MEDIA CENTER LIBRARY

1. All pupils in the school are entitled to use the media center and check out books. Students with library deficiencies or overdue books are not permitted to check out books.
2. Reference books, such as encyclopedias and dictionaries, are to be used only in media center.
3. Books on reserve may be borrowed for one period or after school, in which case they must be returned the next morning before school starts.
4. Other books may be checked out for a period of two weeks.
5. The student must have the book with him/her when he/she wishes to renew.
6. Five cents per day is charged for each overdue book.
7. When a reserve book is not returned, the fine is twenty-five cents per half day.
8. Students will pay for lost books and will pay fines on books that have been returned damaged.
9. No book may be taken from the media center unless it is checked out to the borrower.
10. The media center is open each school day before and after school and at times set by the building principal. Students are urged to use the media center regularly and to comply with the above regulations.
11. Students in the media center are subject to book check.
12. The use of electronic media (computers) will be monitored. Students who are found to be using electronic media for illicit or illegal purposes will be disciplined according to the discipline ladder in a manner appropriate to the severity of the violation.
13. **Students are not allowed to eat food or drink beverages in the Media Center.**

## IMMUNIZATIONS AND VACCINATIONS

Every student entering school must first be vaccinated with at least one dose of diphtheria, whooping cough, tetanus, red measles, rubella, polio, and hepatitis B. Students may be admitted to school on conditional status pending completion of required immunizations within a 90 day time period. If immunizations are not completed by the end of 90 days the child will be suspended until compliance is achieved. The immunization record will become a part of the students' permanent record.

## COMMUNICABLE DISEASES

<u>DISEASE/CONDITION</u>	<u>EXCLUSION FROM SCHOOL</u>
Chicken Pox .....	8 days after eruption appears or until vesicles become dry
German Measles.....	4 days after onset of rash
Red Measles .....	7 to 10 days after onset of rash
Mumps .....	9 days after glands swell
Hepatitis .....	Clearance by Physician
Mononucleosis .....	Clearance by Physician
Conjunctivitis (Pink Eye).....	Until under proper treatment
Impetigo .....	Until under proper treatment
Pediculosis (Lice).....	Until under proper treatment
Ringworm .....	Until under proper treatment

Scabies .....Until under proper treatment

Note: The principal may require a written note from the student’s family doctor or public health department before returning to school after having a communicable or infectious disease.

## ADMINISTERING MEDICINES TO STUDENTS/REGULATIONS

Perry Central High School personnel will not administer prescription medicine to a student without the authorization of a physician and the signature of the parents/guardians on the indemnity agreement/permission form associated with this policy. The parents/guardians are responsible for obtaining a statement from the physician authorizing school personnel to administer the medicine. The statement should include:

Student’s name	Diagnosis
Name of medicine	Method of administration
Time/s to administer the medicine	Amount of medicine
Date to discontinue or review	
Administration of medicine	Physician’s signature
	Date

The parents/guardians are responsible for getting the medicine to the school. All medicine must be in a proper container with a label from the pharmacy that states the following:

Student’s name	Name of medicine
Method of administration	Times to administer the medicine
Prescription number	Name of pharmacy
Date filled	

- All medication that a student receives in the school setting will be recorded on the student’s medication record.
- Medications will not be accepted in household containers, envelopes, or baggies.
- Medication will not be given from a teacher’s own personal supply.
- A new form must be signed for each medication or change of medication order. A new form with the physician’s orders must be signed at the beginning of each school year if the medication is continued from one year to the next.
- Medication, both prescription and over-the-counter, must be brought to school by an adult.
- The proper disposal of unused medications is important, and it is the responsibility of the parent to obtain all unused medication from the school when the medication is discontinued, the school year ends, or the family transfers to another district. All medication left in the school under these conditions will be disposed of by the school nurse or designee.
- Student may keep asthma inhalers and diabetic medication with them at all times if given permission from the parent/guardian, physician, and school nurse.
- The parent or legal guardian must notify the school immediately if the medication is no longer required.
- A maximum of one month’s dosage of any medication should be brought to school at a time.
- The school shall designate a specific, locked, and limited access storage space within the school to store the medication.
- The school will ensure that there are copies of medication forms in the student’s cumulative folder as well as available for immediate reference by the staff member responsible for administering the medication.
- The staff member administering the medication must ascertain the identity of the student, see that the medication is taken in his/her presence, and should note the time on the student’s file.

- If a student refuses to take the prescribed medication, the staff member administering the medicine will notify the principal. The parent/legal guardian will be contacted immediately and, if they are not available, the assistance of a qualified person, i.e., school nurse or student's physician, should be sought.
- Only prescribed medication that can be taken orally, e.g., pill, or that can be applied externally can be administered by a non-medically trained staff member. A medically trained staff member must administer any form of medication that requires an injection.
- The building principal shall be responsible for the administration of these regulations.

## EXTRA CURRICULAR ACTIVITIES

Students participating in extra-curricular activities (sports, band, cheerleading) must have completed a proof of insurance form and have a current physical on file

The Mississippi High School Activities Association governs academic rules for students participating in activities. Students must meet all requirements by MHSAA. In order to be eligible for try-outs or for election(s), the student must meet all requirements established under the policies specifically related to each activity's area.

A. To be eligible for participation in extra-curricular activities, eligibility will be determined at the end of each nine weeks. Students must have a cumulative average of 70 (all subjects averaged together). Students cannot have more than one failing grade. This means that more than one subject below 65 makes a student ineligible to participate in extra-curricular activities. Students who are failing one or more state tested courses **MUST** attend one hour per week of **MANDATORY** after-school tutoring for each failing course until his or her grade has improved to passing.

B. A student who fails to meet the requirements at progress report time will be placed on WARNING for the remainder of the nine weeks. (Participation may continue during the warning period) If by the end of the nine weeks the requirements have not been met, the student would be ineligible. Students may become eligible if they meet requirements at the next progress report.

C. An accrual of 5 or more office referrals will result in a student being disqualified from any or all extracurricular activities for the remainder of the year.

D. Athletes are required to remain in school 60% of the day on the day of a scheduled activity.

E. For special education students, the IEP committee will meet the week report cards are issued and make a determination as to the satisfactory progress of the students according to their IEP. If the committee determines the students are not making satisfactory progress, they will be ineligible to participate the next nine weeks.

F. At the end of the year, you will use the students' yearly average to calculate the overall average and the student can not be failing the subjects listed in Paragraph A.

The administration recommends that once a student begins a sport, they should remain until the end of the season. The administration supports finishing what you begin.

G. Student-athletes who are suspended, either in-school or out-of-school, will not be eligible for participation in extra-curricular activities during the period of suspension.

H. Student-athletes will be required to follow team rules as set by the coaches of their respective teams. A student may be dismissed from a team without prior warning if the student-athlete's actions warrant immediate removal from the team.

I. Any student who stops participating in a sport during that season may not participate in any other sport until that season ends. If a student stops participating due to a medical condition the principal may allow the student

to participate in another sport. The principal must receive documentation from a doctor that permits the student to participate in one sport but excludes them from others due to medical reasons.

## **PERRY COUNTY SCHOOL DISTRICT STUDENT DRUG TESTING *EXTRA-CURRICULAR ACTIVITIES***

The Perry County School District School Board, in an effort to protect the health and safety of its students from illegal and/or performance enhancing drug use and abuse, thereby setting an example for all other students of this school district, has adopted the following policy for drug testing of students participating in extracurricular activities.

Participation in school-sponsored extracurricular activities is a privilege. Illegal drug use of any kind is incompatible with participation in any extracurricular activities on behalf of the school district.

This policy is intended to complement all other policies, rules and regulations of the Perry County School District regarding possession or use of illegal drugs. This policy is not intended to be disciplinary or punitive in nature. The sanctions of this policy relate solely to limiting the opportunity of any student found to be in violation of the policy to participate in any extracurricular activities. There will be no academic sanction for violation of this policy. This policy shall apply to all participant students in Grades 9-12 or any student participating in varsity sports at Perry Central High School.

### **PROCEDURES**

The drug-testing program shall be implemented in accordance with the established Perry County School Board Policy, and with the advice and assistance of representatives from the medical profession. The contracting biomedical laboratory shall be approved by the Perry County Board of Education and conduct testing according to national accepted standards and procedures. The testing shall be implemented only after written consent from the student and the parent legal guardian. If any student and/or parent/legal guardian refuses to sign the drug testing informational release form or permission for the student to take the drug test, the student will immediately be suspended from participation in the extracurricular activity.

1. Each semester the school principal will present an information session to students to educate them about the sample collection process, privacy arrangements, and drug testing procedures. The students will also be informed of consequences of positive drug tests and related procedures and practices.

2. **Consent Form.** Any student who participates in extracurricular activities shall be provided with a copy of this policy and an "extracurricular activities student drug testing program consent form." This form shall provide consent for a sample of urine from the extracurricular participant to be tested for illegal or performance-enhancing drugs. The consent form must be read, signed, and dated by the student, parent or custodial guardian, and coach/sponsor before a participant student shall be eligible to practice or participate in any extracurricular activity. If any student, parent or guardian refuses to sign the consent to test and authorization to release form, the student will immediately be withdrawn from the extracurricular activity.

3. Each participant will be tested prior to the start of his/her season or extracurricular activity. Extracurricular participants who move into the district after the school year begins will be required to have a drug use test before being eligible to participate.

4. Random tests will be conducted on 10% of the selection pool at a various time during the school year. Students will be assigned a confidential number for the purpose of random selection.

5. **Drug Use Testing.** Any drug use test required by the school district under this policy will be administered by or at the direction of a professional laboratory chosen by the school district that uses scientifically validated toxicological methods.

- A. The participant will be required to present proper identification at the collection site.
- B. Each participant will be interviewed by the person collecting the sample to document relevant information to ensure proper identification of the specimen.
- C. The participant will be asked to remove any coat or outer garments that might conceal materials that could be used to alter the specimen.
- D. The specimen will be collected in a single use container that is sealed until given to the participant just prior to entering the collection room. The person collecting the sample will insure that the participant does not have access to water or other substances that might alter the specimen.
- E. The participant will enter the collection room and fill the container with the appropriate amount of urine.
- F. The person collecting the specimen will follow processes that will insure that no specimen is altered before transportation to the lab.

6. **Testing Monitor.** All aspects of the drug use testing program, including the taking of specimens, will be conducted to safeguard the personal and privacy rights of students to the maximum degree possible. If at any time during the testing procedure the collector has reason to believe or suspect that a student is tampering with the specimen, the collector may stop the procedure and inform the athletic director/sponsor who will then determine if a new sample should be obtained.

7. **Test Results.** If the initial drug use test is positive, the initial test result will be subject to confirmation by a second test of the same specimen. The second test will use the gas chromatography/ mass spectrometry technique. The unused portion of a specimen that tested positive shall be preserved by the laboratory for six months or to the end of the school year, whichever comes first. Student records will be retained until the end of the school year.

## **CONFIDENTIALITY**

If the drug use test for any student has a positive result, the medical review officer will contact the school principal with the results. Procedures for maintaining confidentiality will be practiced. The school principal will then contact the parent or guardian of the student with instructions to contact the medical review officer to submit additional information. The medical review officer will review the additional information provided by the student, and/or the parent or guardian and determine if the positive test result occurred as a result of consumption of an illegal or performance-enhancing drug.

If it is determined that the positive test occurred as a result of the presence of an illegal or performance enhancing drug in the student's urine sample, the medical review officer will contact the school principal who will schedule a conference with the parent/guardian, the student, and the sponsor or coach of the extracurricular activity in which the student is involved. At the conference, the student and parent parent/guardian will be informed of which controlled substances were discovered as a result of the tests. The school district will rely on the opinion of the medical review officer in determining whether the positive test result was produced by other than consumption of an illegal drug or performance enhancing drug.

Records of test results and referral to counseling or treatment are kept confidential and will never be part of a student's educational record, nor will they be forwarded to another school. Under no circumstances will results from a drug use test under this policy be turned over to any law enforcement officer or agency.

## *Appeal*

A student who has been determined by the testing laboratory to test positive after two separate drug tests on the same urine sample, and who then has been determined to be in violation of this policy shall have the right to appeal the decision to a District Review Committee. Such appeal must be filed within five business days of notice of the initial report of the offense as stated in this policy, during which time the student will remain eligible to participate in any extracurricular activities.

The District Review committee shall review the findings of the laboratory and hear the recommendation of the school principal in accordance with this policy and then determine whether the original finding was justified. There is no further appeal right from the District Review Committee's Decision. The decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the superintendent, which shall be final and not subject to appeal.

## **CONSEQUENCES**

1. **First positive test.** The student will be suspended from participation in all extracurricular activities for 30 days. The student and parent guardian are responsible for providing and attending mandatory drug abuse counseling by a qualified drug counselor two times during the suspension period as well as one follow-up session. Proof of completion will be required. The participant must submit to retest 30 days from the notification of the positive result.

If the activity that the participant is associated with has ended its season or activity, the suspension will carry over to the next season.

2. **Second positive test.** The student will be suspended from participation in any extracurricular activity for 90 days. The student and parent guardian are responsible for providing and attending mandatory drug abuse counseling by a qualified drug counselor six times during the suspension as well as three follow-up sessions. Proof of completion will be required. The participant will submit to a retest 30 day from the notification of the positive result. If the activity that the participant is associated with has ended its season or activity, the suspension will carry over to the next season.

3. **Third positive test.** The student will be suspended from participation in any extracurricular activity for the remainder of his/her time in the Perry County School District.

4. **Self-referral.** A student who self-refers to the athletic director, principal, coach or sponsor before being notified to submit a drug use test will be allowed to remain active in all extracurricular activities. However, the student will be considered to have committed his/her first offense under this policy and will be required to retest as would a student who has tested positive.

5. **Refusal to submit to a drug use test.** If a participant student refuses to submit to a drug use test under this policy, such student shall not be eligible to participate in any extracurricular activity, including all meetings, practices, performances, and competition for 180 school days, upon completion of which the participating student shall again be subject to this policy.

## **CHEERLEADER-MASCOT**

Participation in the above listed activities is a privilege, not a right. Students who are selected are expected to demonstrate qualities that reflect favorably upon the Perry County School System. All Students of Perry Central High School are eligible to try out for these positions. For a copy of these requirements students should contact the sponsor of the group for more information. All students must meet eligibility requirements set forth by the extra-curricular activities policy and the constitutional by-laws of the activity.

Selections for these positions will be made by an unbiased committee composed of people who live outside the Perry County School District and will be based on the qualifications set forth in the constitution for these activities. Continuation of participation in these activities will be dependent on the student maintaining the high standards set forth in the constitution and by-laws. Any acts of misconduct that reflect adversely on the Perry County School System may result in the dismissal of participation from the team. The Administration will have the final authority in such dismissals.

## **SCHOOL COLORS/MASCOT**

School Colors are Cardinal and Gold. The Mascot is the Bulldog.

## **BAND**

There is a marching band and a concert band. It performs for many community and school events. Members are selected by the band director and most provide their own instruments. The school provides some instruments for student band members.

## **DRUM MAJOR**

Candidates for drum major must be current band members that have been in the marching band 2 or more years with one of those years being part of the Perry Central Band of Gold. The drum major is selected through audition.

## **CHOIR**

Members are selected by audition. The choir presents several performances throughout the year.

## **TEXTBOOKS**

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

In cases where books are lost or damaged to a degree that will prevent further use, the student will be charged the remaining value of the book. In addition to paper, pencils, and composition books, parents will be responsible for the purchase of workbooks, weekly publications, art supplies, and other materials as needed.

## **USE OF TELEPHONE**

Students will be allowed to use the school telephones to call home for illness or emergencies only. **Students will not be pulled out of class during instructional time to receive phone calls unless approved by an administrator.**

## **BACK PACKS-BOOK BAGS- PURSES**

Any back pack, book bag, equipment bag, purse, etc., brought on campus may be subject to search. By bringing the items on campus the student implies consent to a search of its contents by school personnel or law enforcement.

## **LOCKERS**

Perry Central High School provides each student with an assigned locker. The student must understand that the acceptance and use of a locker implies consent for the administration to enter that locker and search its contents. Each student is responsible for the contents of the locker whether or not the contents are his personal property. Students are not allowed to share lockers and should not allow other students to use the assigned locker. The locker should be kept locked at all times.

Placing materials or belongings in a locker not assigned to you will result in disciplinary action. Not keeping your locker locked at all times may result in disciplinary action. Students will pay a \$ 5.00 lock rental fee that is not refundable. An additional \$10.00 will be charged to replace a lock.

## **FUND RAISING**

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

## **ORGANIZATIONAL FUNDS**

School clubs and organizations will deposit all money and make requests for withdrawals through the office of the principal.

## **PARTIES**

Parties are not permitted in the high school during the school day. All evening parties and dances must be scheduled with the administration in accordance with district policy.

## **INSURANCE**

School insurance is available at the beginning of the year at a nominal cost to the student. Several plans are available at the option of the parent and the student. All students participating in athletics or enrolled in vehicular mechanics, horticulture, forestry, allied health, child care, cooperative education, and science are required to have proof of insurance. Failure to provide proof of insurance or failure to sign a waiver form will require the removal of the student from the program or activity or class. The school district by law, cannot assume any responsibility for costs in connection with student accidents or injury.

## **EMERGENCY OR CRISIS SITUATIONS**

Mississippi State Law requires the parents or guardians to furnish the school system with telephone numbers where they can be reached at all times in the event of an emergency situation. Perry Central High School has a Crisis Intervention Plan that addresses the protocol of response needed for each emergency. Students are expected to be quiet, to listen, and to cooperate with the supervising teacher during any emergency. Detailed emergency instructions will be given by the supervising teacher for each emergency situation that occurs.

School staff members will exercise their best judgment as to what procedure is needed for handling each emergency. Certified First Aid and CPR responders are available for any emergency which may occur. No care beyond first aid (defined as the immediate, temporary care given in case of accidents or sudden illness) will be given. A Registered Nurse is also available to assist with each emergency.

**In the event that the parent or cannot be reached the school officials will act to safeguard the student in every reasonable way.**

## **EMERGENCY NOTICES**

Parents should listen to local radio or television stations for announcements from the Superintendent of Education's Office.

## **ASBESTOS NOTICE**

Perry Central High School is in compliance with all EPA requirements. A management plan for asbestos containing material is on file in the Superintendent's Office for review. The report finds no asbestos hazards at this time in Perry Central High School

## **STUDENT GOVERNMENT ASSOCIATION**

The Student Government Association will be responsible for all elections that occur at Perry Central High School. All elections are governed by the Constitution and By-Laws of the Student Government Association. Copies of the guidelines are located in the Office at Perry Central High School.

## HALL OF FAME

Students must have an eighty-five (85) average. Students must have met the attendance requirements for the current year. Students must have attended PCHS the entire previous year. In order to be placed on the ballot, eligible students must submit a resume which includes extracurricular activities, volunteer work, and leadership positions held for grades 9-12.

Hall of Fame will be selected by faculty who teach Carnegie credit classes. Teachers should consider grades, extracurricular involvement, citizenship, volunteer work, and leadership when selecting students for Hall of Fame. The schools valedictorian and salutatorian will automatically be selected into the Hall of Fame.

The Hall of Fame is selected from the senior class each year. The number selected will be based on Ten percent of the number of seniors plus the valedictorian and salutatorian. **EXAMPLE:** Seventy seniors are in the 2000 class. Ten percent of seventy equals seven. There would be seven Hall of Fame selections for that year.

## PROM

**The guidelines for prom are intended to reestablish prom as an event in which the Junior Class sponsors the prom for the Senior Class as a farewell into the next phase of their lives.**

Guidelines are the following:

1. Each Junior attending the Prom will pay a fee. If a student chose not to attend Prom during their Junior year but chooses to attend their Senior year, the student **MUST** pay the **FULL** price that all Juniors pay (the current fee).
2. **ONLY** students enrolled in a public or private high school (including Home School) may attend Perry Central Prom.
3. Guests of PCHS students must be 10th, 11th, or 12th grade or a Perry Central graduate from the prior school year **ONLY (One year removed)**.
4. Each PCHS student wishing to bring a guest who is a 10th grade PCHS student or a 10th, 11th or 12th grade student from another school **MUST** complete a guest verification form. Forms may be picked up from Prom Sponsor.
5. The Prom Sponsor will verify eligibility of all guests.
6. Students who are Home Schooled in the 10th, 11th, or 12th grade must provide documentation from MDE or the school that has an established Home School Program, verifying enrollment as a Home-Schooled Student.

**Exceptions to any of the aforementioned guidelines may be approved ONLY by the Superintendent of Education.**

## STUDENT ELECTIONS

For all student elections, the following procedures **MUST** be followed:

- Nominations will be taken. Nominees will be screened for eligibility and approved by the administration. Only the top four nominees will be placed on the ballot.
- No students will be allowed to count ballots

- At least two teachers/staff members will count ballots at all times and verify results with their signatures.
- Instructional class time WILL NOT be interrupted for voting. Votes will be cast either before classes begin, at break or during lunch.

## CLASS FAVORITES

Class favorites must be passing all subjects through the last grading period. Person selected must win by a majority of votes cast. Nominations will be taken. Students must not have more than one office referral.

## WHO’S WHO

Nominations will be taken. Students from grades 9-12 will be selected in the following categories:

Best All Around	Best Dressed	Best Personality
Best School Spirit	Most Intellectual	Most Athletic
Most Courteous	Most Likely to Succeed (Sr)	Wittiest
Friendliest Freshman	Silliest Sophomore	Jolliest Junior
Sassiest Senior	Most Christian Spirit	

All those running for Who’s Who must be passing all subjects through the last grading period. Students in grades 9-12 vote on these. Students must win by a majority vote. All nominees must meet attendance requirements. Students must not have more than one office referral.

**NOTE: The annual staff sponsor will be in charge of Class Favorite and Who’s Who Elections.**

## HOMECOMING QUEEN & HOMECOMING COURT

The Homecoming Court candidates must meet the following requirements:

### Homecoming Queen

- Must be a senior girl who has attended PCHS their junior and senior years.
- Be passing all subjects through the last grading period.
- Must have successfully completed and satisfied the requirements for each End Of course Assessment (English II, Biology I, Algebra I & U. S. History)
- Meet attendance requirements.
- No Out of School Suspensions 2017-2018 school year to the present.

### Homecoming Court

- Be passing all subjects through the last grading period.
- Meet attendance requirements.

- No more than one office referral during the 2017-2018 school year to the present.

Nominations will be taken for all positions on the Homecoming Court. Candidates must win by a majority of votes cast.

### **Mr. and Miss PCHS**

This will be a senior boy and girl who have attended PCHS their junior and senior years. Candidates must:

- Be passing all subjects through the last grading period.
- Must have successfully completed and satisfied the requirements for each End Of course Assessment (English II, Biology I, Algebra I & U. S. History)
- Meet attendance requirements.
- No Out of School Suspensions 2017-2018 school year to the present.

Nominations will be taken. Candidates must win by a majority of votes cast.

### **SPECIAL OCCASIONS**

Balloons, flowers, food, and other special deliveries for students will not be accepted at school.