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J. Z. George High School

"JAGUAR PRIDE"

STUDENT HANDBOOK 2018-2019

**Coretta Vance-Green
Principal**

**900 George Street
North Carrollton, MS 38947
Phone: 662-237-4701**

<http://www.ccsd.ms/>

This School Handbook belongs to:

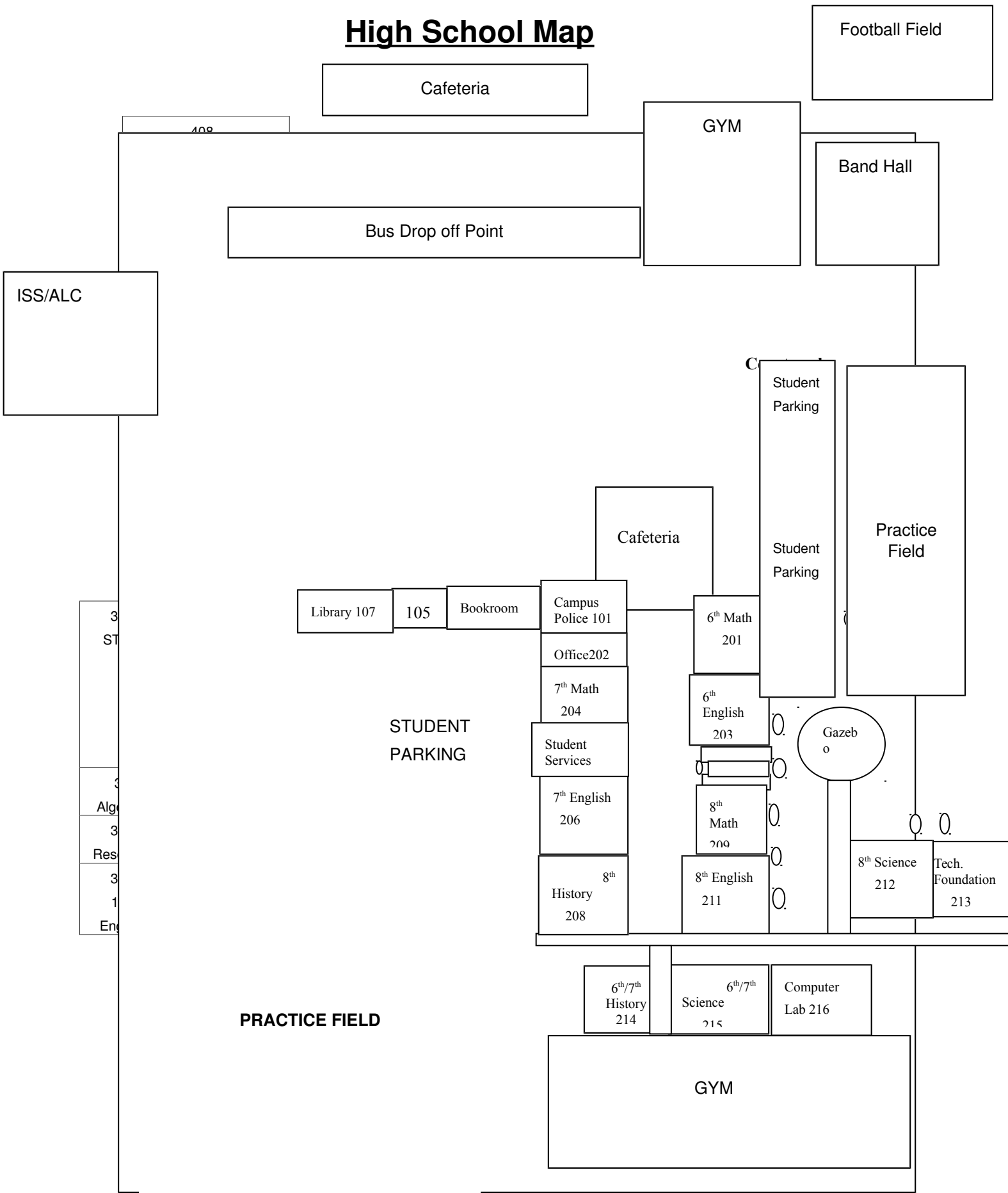
Name: _____

Address: _____

City: _____ **Zip Code** _____

Phone: _____ **Grade:** _____

High School Map



FIELD HOUSE

BAND HALL

BUS DROP OFF POINT

FOOTBALL CONCESSIONS

2018-2019 SCHOOL CALENDAR

Progress Reports

September 6, 2018
November 8, 2018
February 7, 2019
April 18, 2019

*****Semester 1*****

August 2, 2018	Thursday	Teacher-Professional Development
August 3, 2018	Friday	Teacher-Professional Development
August 6, 2018	Monday	Teacher-Professional Development
August 7, 2018	Tuesday	Teacher-Professional Development
August 8, 2018	Wednesday	FIRST DAY OF SCHOOL FOR STUDENTS
September 3, 2018	Monday	<i>Labor Day – No School</i>
October 5, 2018	Friday	Teacher-Professional Development
October 8, 2018	Monday	<i>Columbus Day- No School</i>
November 19-23, 2018	Monday-Friday	<i>Thanksgiving Holiday</i>
November 26, 2018	Monday	Classes Resume
December 24, 2018	Monday	Christmas Holidays begin

Exams

October 1-4, 2018
December 17-21, 2018
March 4-8, 2019
May 20-23, 2019

*****Semester 2*****

January 7, 2019 Development	Monday	Teacher-Professional
January 8, 2019	Tuesday	Classes Resume
January 21, 2019	Monday	<i>Holiday-Martin Luther King Day</i>
March 11-15, 2019	Monday-Friday	Spring Break Begins
March 18, 2019	Monday	Classes Resume
April 19, 2019	Friday	<i>Holiday-Good Friday</i>
April 22, 2019	Monday	<i>Easter Break</i>
April 23, 2019	Tuesday	Return From Easter Break
May 17, 2019	Friday	High School Graduation
May 23, 2019	Thursday	FINAL DAY FOR STUDENTS
May 24, 2019 Development	Friday	Teacher-Professional
		(LAST DAY FOR TEACHERS)

Report Card (Pickup)

October 11, 2018
January 10, 2019
March 21, 2019
June 3, 2019

**Welcome
To
J. Z. George High School**

Mission Statement

The Carroll County School Board, administrators, teachers, support staff, students, parents, and community are devoted to academic excellence and the cultivation of individual strengths and talents in a supportive environment where individual differences and respect for the rights of others guide school and community behavior.

Philosophy

Education is the process by which students may acquire academic, vocational, and social skills that promote intelligent and productive participation in a free and complex society. The primary responsibilities of the Carroll County educational system are:

1. Arrange for each student to acquire a level of competency in fundamental skills;
2. Encourage students to assume responsibility for their actions;
3. Develop respect and an appreciation for our democratic system;
4. Acquire vocational skills relative to individual needs; and
5. Experience social situations, all of which aid in teaching the student to work cooperatively and productively with his/her peers.

Message from the Principal

Hello Jaguars! Welcome to the 2018-2019 school year. My top priority is safety of the students and staff. Academic excellence is next on my list of priorities. We expect every student to be a successful learner and to take pride in him or herself and this school. It is our goal to provide every child with the tools and skills they will need to be college and career ready upon graduating from high school and to have a 100 % graduation rate each year. This goal will become a reality when the administration, staff, students, and parents work together. I am looking forward to a great school year.

The student handbook forms the core of rules, regulations, and guidelines under which we operate this year. We ask that you review this handbook as well as the Code of Conduct with your child and keep for reference should the need arise. **Failure to read the handbook will not be accepted as a valid excuse when the code of conduct is violated.**

On behalf of J. Z. George High School, we wish you and your child a most productive and enriching year.

Sincerely,

Coretta Vance-Green
Principal

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DISCIPLINE OVERVIEW

The Carroll County Board of Trustees, administrative, instructional, and support staff are committed to assuring a school climate that is appropriate for students to learn and that ensures the safety and welfare of all who live and work in the school environment.

Because education is vital to the lifelong success of students and to the growth and development of a society, all members of the school community, parents (legal guardian), all school staff (teachers, administrators, custodial workers, cafeteria workers, bus drivers, etc.), and students must be a part of this effort.

Disciplinary measures are intended to help students and parents/legal guardians understand their obligation to others in the school setting and the role of laws, rules, and school district policies in meeting these obligations. Discipline shall be directed toward developing the skills necessary for students to accomplish the following:

- **Solve problems effectively.**
- **Develop positive relationships with others.**

- Become productive.
- Recognize when personal actions are interfering with the rights of others.
- Respect the property rights of others.
- Understand and have respect for other races and cultures.
- Develop a sense of responsibility for their actions and an awareness of possible consequences.
- Succeed in school.
- Develop self-discipline.

According to state law, a parent, legal guardian, or custodian of a school-aged child enrolled in a public school district shall be responsible financially for his or her minor child’s destructive acts against school property or persons.

A parent, guardian, or custodian of a compulsory school-age child enrolled in a public school district may be requested to appear at school by an appropriate school official for a conference regarding the acts of the child.

J. Z. George High School Student Expectations

<u>Be Safe</u>	<u>Be Responsible</u>	<u>Be</u>
<u>Respectful</u>		
<u>Hallways</u> Walk at all times words & hand actions	No food, drink, or gum Have your Hall Pass in	Use kind Have your Hall Pass in
		Use low voice tones when changing classes
Keep hands & feet property, to yourself yourself & others	Use bathroom breaks wisely	Respect
Walk to the right side	Be on time to all classes	

Wear ID badge at all times during school hours (if provided)

Lunch Line

& Cafeteria Walk at all times

Wait in line patiently

Use good manners

**All food & drinks stay
your area in the cafeteria**

Clean up

**Talk in a
normal tone**

ASSEMBLIES

Assemblies are held periodically in the school gymnasium. When attending school programs, students are expected to enter and leave the gymnasium as directed. Students are expected to give respect to all speakers and not talk while a speaker is talking. Unless otherwise directed, all books and school materials, but not personal valuables, should be left in the classroom. Students are required to sit with the class and the supervising teacher with whom they were dismissed to attend the assembly.

SECTION: I General Information and Regulations

Because this is a *closed campus*, no one is allowed to leave the campus once they arrive without checking-out. Everyone except students attending J. Z. George High School must *report to the main office of J. Z. George High School*. No one is allowed to go directly to a classroom or disturb classes. Siblings, relatives, friends, etc. of students are *NOT* allowed to visit the school to spend the day.

School Hours

School hours are from 7:55 a.m. to 3:09 p.m. Office hours are from 7:30 a.m. to 4:00 p.m. Doors open at 7:20 a.m. Parents will be responsible for students arriving prior to 7:20 a.m. or students still on campus after 4:00 p.m. unless the students are involved in a school sponsored activity.

Sales

Solicitation of students for funds for any cause is only permitted when the superintendent has given prior permission. No agencies or persons shall be permitted to use school premises to exhibit or offer for sale articles or services to students except those articles and services approved by the superintendent or designee.

The use of the name “**J. Z. George High School**” or any affiliated names for any off-campus function or fundraiser without the written approval of the School Board of Education, Superintendent of Education, and Principal can result in legal action being taken against the offending parties.

Note: All fundraisers must be pre-approved by the Principal before any fund-raising activities commence.

SCHOOL SERVICES AND CLASSES OF SPECIAL INTEREST

Counseling Services

Students and parents are encouraged to contact the school guidance counselor, who is available to help with a variety of student needs. Your counselor can provide information regarding subjects you need to take, scheduling classes, and personal/social problems with which you need assistance.

Library Services

A full-time librarian is available to help students learn reference skills. The librarian encourages students to read and has books that should be of special interest to all students. Students should treat books with care so that others may enjoy them. Fines will be charged for damaged or lost books.

Accelerated Reader

J. Z. George High School is an Accelerated Reader school. Students are encouraged to read whenever they have the opportunity.

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Textbooks

Textbooks are furnished by the Carroll County School District. As a user of the textbook, you are advised to ensure **all books are covered with a book cover upon issuance and must remain covered all year.** They are loaned to students for the period of the school year or until the student withdraws from school. Textbooks are to be treated with care. No writing is permitted in any textbook. Fines are assessed to those students who misuse or lose their books. It is advisable for students not to lend their textbooks to others.

Special Education Services

Special education services are provided in a variety of settings. Resource classes and self-contained classes are available. There is a community based program for those students requiring both academic and life skills. Services are also available for language/speech disorders, emotionally disabled, hearing or visually impaired, and physically disabled.

Gifted Education Program

The 6th grade students will take part in the gifted education program for the intellectually gifted. Certified gifted education teachers focus on the areas of thinking skills, creativity, communication skills, and leadership skills. For specific information see the gifted education teacher or counselor.

Advanced Math Classes

The Eighth Grade Common-Core State Standards Math Course has replaced the former Eighth Grade Pre-Algebra Course. Students who successfully complete the requirements for the Eighth Grade Common-Core Math Course will earn a credit toward high school graduation.

Technology Foundations

This class is an innovative course for eighth graders. It focuses on computer applications such as Keyboarding, Windows, Word Processing, Spreadsheets, Database, and Telecommunications. Students who successfully complete the requirements for Technology Foundations will earn a credit towards high school graduation.

After-School Tutoring

After-school tutoring will be mandatory for all students who have a 75 or below in any course offered at J. Z. George High School. Tutoring will be held on Mondays-Thursdays and some Saturdays. Students will remain in tutoring for the entire semester. Transportation and a healthy snack will be provided.

Physical Education

In grades sixth through twelfth, physical education (P.E.) classes are available. In the seventh and twelfth grade classes students are introduced to a variety of sports such as basketball, football, softball, cheerleading, baseball, and track.

Students who participate in the football, basketball, softball, and/or track classes must be able to participate in games and meets, which are held in the afternoon, at night, and on Saturday depending on the sport.

A change of dress may be brought for physical education (P.E. Teacher can provide a list of supplies if needed). Students must participate during each class meeting unless a written notification is given from the doctor and or parent... If students continually fail to participate in P.E. without written notification, they will be referred to the office.

Band

The band classes are open to all interested students in grades sixth - twelfth. Each student must make arrangements for the use of an instrument.

Cheerleading

Cheerleading squad members are selected from eligible sixth – eleventh graders at the end of each school year for the following year's squad. In addition to ability, those who are selected must have a C average and acceptable behavior both at school and in the community. ***(Uniforms will not be worn during school hours).***

School Nurse/Medication

- If a student becomes ill at school, the parent will be notified, if needed.
- The school office should be informed of whom to call in cases of an emergency.
- All medication, including prescription and over-the-counter, will be stored and dispensed in the school office, or nurse's office when available.
- Over-the-counter medication will not be dispensed without written instructions from a student's parents.
- All medication that is dispensed will be recorded in a logbook in the school office or nurse's office when available.

Telephone Use

Students are to use the office telephone only in cases of real need, such as illness requiring a student to go home. Due to the heavy volume of business in the school office, it is requested that parents do not call the school to have messages delivered to their children except in cases of emergency. Except in an extreme emergency, no student's class will be disturbed to receive a phone call. When time permits, messages will be delivered to students at the end of the period in which the messages were received. Parents should try to make arrangements with their children before they come to school.

Cafeteria

*A well-equipped, well-staffed cafeteria is available at each school to serve the nutritional needs of our students. We utilize computer assistance in our facilities.

***Free and reduced lunch forms** will be given to the students at the beginning of school. All parents are encouraged to apply for free and/or reduced lunches.

*No student will be allowed to leave campus to eat lunch unless approval is granted by the Board of Education.

*No checks will be accepted from anyone.

Prices are as follows for **Students: Full Lunch: \$2.00**

Full Breakfast: \$1.00

Reduced Lunch: \$.40

Reduced Breakfast: \$.30

Flowers and Gifts

No flowers or gifts will be received for students during school hours. This includes holidays and any special occasion.

Cell Phones: Carroll County School District reserves the right to determine the educational value of a cell phone and other wireless communication devices. The use of cell phones is prohibited on the bus, during school hours (7:00 a.m. – 3:15 p.m.) to include assemblies, and during after school tutoring. **Cell phones must remain off, not on vibrate, and is concealed. (J.Z.HS will not be responsible for the loss, theft, damage, etc.)**

Any cell phone/communication device being used in an unauthorized manner and during the prohibited hours may be confiscated by any member of the faculty or staff. **Consequences are listed as follows:**

1st Violation: Parent picks up the device between 3:15 p.m. – 4:00 p.m.;

2nd Violation: Principal holds the device or phone for 30 days;

3rd Violation: A charge of \$75.00 is to be paid before the phone or device can be returned or the device/phone will be held for the remainder of the school year. (Funds will be contributed to the school's

activity fund).

****Parents do not have the right to give a child permission to use cell phone during prohibited hours :(7:00 a.m. – 3:15 p.m., after school tutoring, and on the bus)**

***Students who receive ISS or ISD for disciplinary actions must turn in phone to teacher upon entering the ISS or ISD room.**

Prohibitions for Audio/Video Recording:

In accordance with Mississippi Code Annotated 41-29-531: Recording of oral, telephonic, or other communications that an individual is party to or one of the parties is illegal without prior consent to the recording of said communication. J. Z. George High School reserves the right to consent in this matter while individuals are present on school grounds, in attendance of school related activities, or in use of

transportation services provided by J. Z. George High School. Those found in violation of this statute are subject to disciplinary actions.

Car Use

Junior high students will not be allowed to drive a vehicle to or from the school grounds. Students cannot sit in or on vehicles at any time. High school students must be accompanied by security personnel if he/she needs to retrieve belongings from the vehicle during school hours. Any seniors approved for early dismissal must leave campus once you have signed out in the main office.

Personal Possessions

Please do not allow your child to bring large amounts of money nor jewelry to school. JZG will not be responsible should it be stolen.

Forgotten Items

Any forgotten items (homework, permission slip, needed school supplies etc.) may be dropped off in the secretary's office. Classes will not be interrupted for this reason. Students may report to the office to pick up items before or after lunch or with permission from a teacher.

Lost & Found Items

Items that have been lost or found should be turned into the office. Inquiries about any lost or found items should be directed to the school secretary. These items will be kept and stored temporarily. Items not claimed within a reasonable time period will be contributed to a social agency.

Field Trips

Field Trips are an extension of the educational program that expand and reinforce concepts learned in class. Students are encouraged to take field trips. Prior to taking the field trip, students must complete a J. Z. George High School Student Field Trip and Class Excuse form to turn it into the teachers. This completed form, with the appropriate signatures, must be on file with the teacher sponsoring the trip prior to departing for the planned event. Students who do not attend a field trip are expected to be in school working on an assignment related to the objectives of the field trip.

Posters

All posters, brochures, and signs must be approved by the principal before they can be placed anywhere on the school campus. Posters must not damage walls when posted or removed.

Parent Conferences

A parent or guardian may request a parent/teacher conference to discuss their child's academic performance or behavior. Parent/teacher conferences may be scheduled through the Principal's office at a time convenient for the parent and the teacher.

COMMUNICATION

AIMS NOTIFICATION

AIMS PHONE SYSTEM is used as a communication tool to parents. Students who miss one or more periods will have their parents notified by phone that evening. Students who are a discipline problem will

have their parents notified that evening. Other notifications are report cards; state testing, and individual teacher notifications.

Active Parent is a program at J. Z. George High School that allows parents/guardians to keep track of their children's academic progress online via an easy-to-use web site. After registering at the Active Parent website and receiving a user ID and password information from the Central Office, parents can view their students' grades, schedules, assignments, attendance, discipline, and school information.

A. Enrollment Requirements:

1. **Students must reside in Carroll County School District** to attend J. Z. George High School. If a student living outside the district desires to attend J. Z. George High School he/she must be released from their district and pay an out-of-district tuition fee as established by the Carroll County Board of Education prior to enrollment.
2. **All students must show proof of residency.** Board Policy JBCAA defines "residence for school attendance purposes" as the place where "the student physically resides full time, weekday/nights and weekends, within the limits of the school district." Each student must establish residency to attend J. Z. George High School. At least two of the following is required:
 - Filed Homestead Exemption Application Form;
 - Mortgage documents or property deed;
 - Apartment or home lease;
 - Utility bills (not more than 30 days old);
 - Voter precinct identification;
 - Automobile registration;
 - Valid Driver's Licenses
 - Affidavit and/or personal visit by a designated school district official;
 - Any other documentation that will objectively and unequivocally establish that the parent/guardian resides within the school district; and, in the case of a student living with a legal guardian, who is a bona fide resident of the school district;
 - Certified copy of filed petition for guardianship if pending and final decree when granted.
3. **New students to the district must present** a report card, date of entry, date of withdrawal, and withdrawal grades in each subject from their previous school, before they can enroll. Students that do not possess this data will be "enrolled pending receipt of transcript". When the transcript is received the student will be officially enrolled.
4. New students must also provide a birth certificate and a copy of his/her social security card. If the student is from "out of state" they must present proof from the Mississippi Health Department that documents compliance with Mississippi immunization requirements.

5. **Students living with adults other than parents/legal guardians** must provide an affidavit stating his/her relationship to the student, and that the student will be living at his/her abode full time and provide documentation fully explaining the reason(s) for this arrangement. Examples of situations where “in loco parentis” authority of an adult should be recognized to establish residency of a minor include but are not limited to, the following:
- ❑ Death or serious illness of the child’s parent(s)/guardian(s);
 - ❑ Abandonment of the child
 - ❑ Child abuse or neglect; or
 - ❑ Unstable family relationships or undesirable conditions in the home of the child’s parents/guardians having a detrimental effect on the child.

B. OUT-OF-DISTRICT STUDENT TRANSFERS:

1. Students who live outside of Carroll County may be accepted into the Carroll County School District with the approval of the Carroll County Board of Education for a nonrefundable annual fee of Five Hundred Dollars (\$500.00) per student. This fee must be paid in advance of enrollment at the office of the Superintendent of Education, 603 Lexington Street, Carrollton, MS 38917. Parents and students must come by the office of the Superintendent of Education to pay the tuition fee before enrolling at any school in the district.
2. **Out-of-district students will not be accepted into the Carroll County Schools if any of the following apply:**
 - a. If the out-of-district student is currently charged with a crime, is serving a sentence for the commission of a crime, or has, in the past, been convicted of a criminal offense. A crime is defined as any violation of the law classified as a felony or misdemeanor;
 - b. If the out-of-district student has been disciplined by the transferring school district for fighting, threatening teachers and/or staff, assaulting teachers, staff members, or students, possessing drugs, drug paraphernalia, weapons, or any other disciplinary infraction deemed by the Carroll County Board of Education as not conducive to a learning environment;
 - c. If the out-of-district student has been absent without a doctor's excuse from the transferring school district for more than ten (10) days in any preceding semester or more than twenty (20) days in any preceding academic year;
 - d. If the out-of-district student has dropped out of the transferring school district.
3. Any student from outside of Carroll County who is currently enrolled in the Carroll County School District and who meets any of the unacceptable conditions described in Section 2, Subsections A, B, C, or D will be dismissed from the Carroll County Schools and transferred to his/her home district by the school principal

4. **Special Transfer Students (Home Schooling) (Policy JBAB):**

- Students in grades 6-8 must produce official grades from the home school agency. The district's curriculum coordinator will then give the student a Skills Connections Test based on the Mississippi Frameworks for that grade level. The student must score on grade level to be placed in the appropriate grade.
- Students in grades 9-12 must produce official grades for each course taken in home school. The students must also pass the 1st and 2nd semester exams from J. Z. George High School and obtain a passing grade on the exams in order to receive a Carnegie unit in each course for which credit is desired.

C. ATTENDANCE POLICY:

Under the provisions of the Mississippi Compulsory School Attendance Law, "every child who has attained the age of six years but has not attained the age of seventeen years on or before September 1st shall attend school.

Compliance with this provision will be monitored by a school attendance officer, who is employed by the State Department of Education.

Regular attendance on the part of all students is necessary for successful achievement and progress in school. Even one tardy or one absence may be detrimental to good schoolwork. Certainly, repeated tardiness and absences frequently cause students to make low grades and often fail.

THEREFORE, IT IS IMPORTANT THAT STUDENTS BE PRESENT EVERY DAY THAT SCHOOL IS IN SESSION.

1. ABSENCE FROM SCHOOL

Absences from school shall be classified as **EXCUSED** or **UNEXCUSED**. Students who have missed school shall be required to do make-up work. This work must be completed within 3 days of returning to school.

Failure to do make-up work will result in a "0" for work not completed.

If the absence is unexcused, the student will be given credit for 80% of the completed make-up; for example, a grade of 90 will be recorded as $(90 \times .80 =) \underline{72}$.

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2. Excused absences include:

- Doctor's excuse **NOTE: *If the doctor's appointment was a scheduled appointment, the Principal of the school must approve it before the appointment is met – otherwise the absence will be unexcused***
- Parental excuses: **(Limit 5 per Semester for a generic note)**
 - (1) Personal illness or injury
 - (2) Serious illness in the family
 - (3) Death in the family
 - (4) Directly involved in court
- Pre-arrangement in advance with the principal
 - (1) Valid educational opportunity
 - (2) Educational travel
 - (3) Religious event of the student's faith
 - (4) As determined to be absolutely necessary by the principal

In order for any absence, with the exception of school field trips, to be excused, pupils must submit a note signed by a parent/legal guardian stating the reason for that absence, student's full name, and date of the absence. The pupil must present this excuse to the proper school official within (2) calendar days upon returning to school. If no excuse is presented, the absence shall be considered unexcused.

For the purpose of grades, suspensions are considered excused absences.

3. ABSENTEE LIMIT

There shall be limits to the number of unexcused days each term any pupil, for whatever reason, may be absent or tardy and still receive grades for that term.

A. In the elementary and secondary schools, that limit shall be five (5) days.

B. Students who have five (5) unexcused absences will be reported to the Carroll County Attendance Officer.

NOTE: As Per House Bill No. 1530; A student must attend 63% of the student's instructional day in order to be counted present. No student who has been absent will be admitted to class without an admittance slip. The student must bring a doctor's excuse or have a note signed by the parent/guardian explaining the reason for the absence, student's full name, and date of the absence. The pupil must present this excuse to the proper school official within (2) calendar days upon returning to school.

**Students who have been absent or are late must report directly to the office for an admit slip.

4. EXCUSED TARDIES

A. Excused tardies shall include:

1. Tardies due to late CCSD transportation, or other school-related actions, which will be considered, excused and not recorded against the pupil's tardy record;
2. Medical appointments with doctors, dentists, or other medical staff, if accompanied by a note on medical office letterhead stationery;
3. Illness of the pupil, if accompanied by a valid parental statement/note;
4. Special circumstances such as natural disasters, weather, etc., acceptable to the building administrator.

A student will be considered tardy when he/she is not in their assigned classroom when the bell rings. Tardiness is not acceptable. If a student is retained by the losing teacher that teacher must write an admit slip and explain why the student is late to the gaining teacher. Under no circumstances is a student to be in a classroom to which he/she has not been assigned.

- *When a student has obtained his/her third (3rd) tardy, parent/guardian will be called.*
- *When a student has obtained his/her fifth (5th) tardy, a parent conference must be completed before the student may return to school.*
- *Additional tardies may result in disciplinary actions: see page 27 of handbook*

D. PUPILS LEAVING SCHOOL GROUNDS (DISMISSALS)

A. A pupil is not permitted to leave the school grounds during the regular school day unless a parent/guardian comes to sign them out. A violator shall be subject to disciplinary action. A pupil excused from school shall be in the custody of a parent or legal guardian.

B. Acceptable dismissals shall include:

1. Personal illness;

2. Medical appointments that cannot be arranged after school hours: (*must be pre-approved by the Principal*).
3. Special family emergencies as approved by the principal.

C. All dismissals from school shall count against the pupil's attendance record.

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- UNEXCUSED ABSENCES, TARDIES OR DISMISSALS

An unlawful/unexcused absence is an absence not due to a valid excuse for temporary nonattendance. Any absences, tardies, or dismissals, which do not meet the requirements listed in this policy, shall be considered unexcused.

Truancy is defined by State law as an absence from school without the knowledge of parent or guardian and/or leaving school without notification and consent of proper authorities (Policy JBAC). Students deemed truant will be reported to the appropriate law enforcement authority and disciplined in accordance with the "Code of Conduct".

- REPORTING OF NONATTENDANCE FOR COMPULSORY SCHOOL-AGE STUDENT

If a compulsory school-age child has not been enrolled in a school within fifteen (15) calendar days after the first day of the school year of the school which such child is eligible to attend or such child has accumulated five (5) unlawful absences during the school year of the public school in which such child is enrolled, the superintendent or designee shall, within two (2) school days or within five (5) calendar days, whichever is less, report such absences to the school attendance officer of the youth court or family court. The superintendent or his designee shall also in the same manner report any student suspensions or student expulsions to the school attendance officer.

- ALLOWABLE CREDIT

Excused absences, tardies or dismissals will allow 100% credit for work required by the teacher, provided that work is completed and submitted within three (3) school days. Teachers may require earlier submission of assignments or make exceptions as circumstances dictate.

- PERFECT ATTENDANCE

“Perfect Attendance” shall be defined and observed by all schools as no absences, no tardies, and no dismissals from school. Exceptions shall be bus tardies or school sponsored field trips.

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The burden of making up missed work rests entirely with the student. All work missed as a result of an excused absence must be completed within three (3) days of the student's return to class. Work that was assigned prior to the student's absence will be due when the student returns to class.

E. SCHOOL-RELATED ACTIVITIES

Participation and/or practice in school-related activities shall **not** be permitted the day that an unexcused absence occurs.

Students must be present 5 periods of the day to participate in athletic events for that day. Any student, who has early dismissal due to a school function, **must** get all assignments before leaving campus.

The burden of making up missed work rests entirely with the student. All work missed as a result of an excused absence must be completed within three (3) days of the student's return to class. Work that was assigned prior to the student's absence will be due when the student returns to class.

Students shall have the right to make up all work missed as a result of suspension. In the event the suspension occurs during the last ten days of any term or semester, the student shall be permitted to take such final examinations or submit such required work as would be necessary to complete the course of instruction for that semester or term, provided that all work is completed after the regular school day (Policy JD).

- Students are not allowed to leave a classroom without signing out and receiving a hall pass.
- Students cannot leave school without signing out in the office. Parents or guardian **must** come to the school to sign a student out.

SECTION II: DRESS CODE:

- A. Students of the Carroll County School District are to reflect modesty and common sense in dressing for school. The Carroll County School District sets forth the following standards:

Clothing:

1. Students must wear belts if pants have belt loops.
2. Students must wear uniforms Monday through Friday.
3. No clothing that displays or promotes alcoholic beverages, casinos, tobacco, drugs, bars, profanity, or other suggestive words or pictures will be allowed.
4. No clothing or jewelry that is gang related will be allowed.
5. Clothing that shows bare midriffs cannot be worn. Spaghetti straps, halter-tops, crop tops, low cut or see-through blouses, or see-through pants will not be allowed.
6. No cut-off uniform shorts, gym shorts, athletic shorts (including Umbro, Nike, etc.) or tight-legged shorts may be worn.
7. Shorts, skirts, and dresses must be knee length (knee cap) or below. The same applies to the split in split dresses.
8. Faded, raveled jeans with holes or tears **should not be worn**.
9. Muscle shirts (game shirts with straps) can only be worn with a T-shirt.
10. Shirts must be buttoned (collar button excluded).
11. Tight fitting dresses, pants, jeggings or leggings are not allowed.
12. Only black or blue jeans may be worn on jean day.
13. Loose and sagging pants, slacks, and shorts falling down the waist without a belt are prohibited.
14. Joggers are prohibited
15. Rubber bands or rolling pant legs will not be allowed
16. Trench coats or other items of clothing which could be utilized to conceal dangerous or prohibited items are not allowed.

Accessories

17. Hats and caps, unless a part of the school's athletic uniform, shall not be brought to school. A practicing physician's statement permitting a headdress for a specific period of time will be permitted. The penalty for bringing a hat or cap to school is confiscation. It will be returned to the student upon completion of the school year.
18. Sweatbands may not be worn.
19. No bandanas will be allowed on campus.
20. All students will be required to **wear a belt** and to tuck shirts in while on school property.
21. Sunglasses will not be worn during school hours unless apart of athletic events.

Shoes:

22. Flip-flops, house shoes, crocks, or sandals cannot be worn.
23. Inappropriate pictures, wording, and or designs are prohibited on shoes.
24. Boots can be worn; pants legs must cover the upper part of the boot (shaft).

Jewelry:

25. Male students may **not** wear earrings.
26. Jewelry in pierced body parts (nose rings, tongue rings, etc.) is not allowed except ear.
27. To limit distractions and for safety & health reasons, large jewelry (bracelets, earrings, and necklaces) and large chains are discouraged.

Hair:

28. Hair shall be free from obnoxious odors, and shall be clean and neat in appearance including facial hair. Hair shall not obstruct vision (*eyes must be visible*) and shall not be extreme in color; **however, highlights are permitted**. Extreme colors may include but not limited to (red, pink, green, purple, blue etc).
29. Picks and combs are not to worn in hair.
30. Students will not be allowed to attend classes in inappropriate attire.

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- B. If a student attends class in inappropriate attire, the following penalties will apply:

Penalty:

1st Office referral- Parent contacted to bring appropriate attire

2nd Office referral- Student will be placed in Detention if a Parent cannot be contacted
or if the violation is not corrected in a timely manner.

3rd Office referral –ISS (at Principal’s Discretion)

4th Office referral-OSS (at Principal’s Discretion)

6th – 12th School Uniform Requirements:

Tops.....Solid Maroon, Solid White, or Solid Gray

- Oxford Shirt (Button-down banded collar)
- Polo (No trim/with collar)

Bottoms.....Solid Khaki or Solid Navy Blue classic style with belt loops. (Must be cotton twill or cotton blend. No jean material or knits.)

- **Slacks** - Must sit on natural waist; No cargo or other outer pockets.
- **Skirts** –Knee length only or lower
- **Capri**- Must be mid-calf; Must sit on natural waist
- **Shorts/Skorts**-Knee length only or lower; must sit on natural waist

Belt..... Solid Black, Brown, Khaki, Navy Blue, White, or Maroon

Shoes.....Any color may be worn; however, inappropriate pictures, wording,

and or designs will not be allowed.

Boots.....Boots can be worn, but must follow dress code rules.

Pants legs must cover the upper part of the boot (shaft) with the exception of snow boots-ankle & calf length.

- Only closed-in shoes may be worn.
- Crocks and sandals are not allowed

Undershirts.....Any of the school's uniform colors

Coats, Jackets, Fleece..... (Solid) Gray, White, Black, Khaki, Brown or Maroon

- Outer wear must have a front opening (zip or button **from top to bottom**)
- Pullover outerwear is **prohibited** (*No sweatshirts and/or hoodies*)
- School's Team apparel may be worn on **game-day only**; this may include sweatshirts

Any logo other than the school's logo can be imprinted on the coat, jacket, or fleece.

Inappropriate pictures, wording, and or designs will not be allowed. Logo cannot be larger than the images below.



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SECTION III : GRADING SYSTEM

1. **Textbooks** are provided by the state on a loan basis and are not free. A student who loses a book must pay the contract price less one-sixth of the cost of the book for each year the book was in use. Fines may be levied for the following damage or misuse of textbooks:

- Loose, torn, bent covers;
- Torn or creased pages;
- Writing, drawing, or other marking on or in the textbook;
- Dirty pages or dirty and scratched covers beyond repair.
- Students will not be issued textbooks until all outstanding fines from the previous year have been paid.

2. The J. Z. George High School **grading system** is as follows:

A	Superior Work	90-100%
B	Excellent Work	80-89 %
C	Average Work	70-79%
D	Below Average Work	65-69%
F	Failing Work	64% and below
I	Incomplete Work	

NC No Credit for Excessive Absences. The student will receive his/her grade but no credit.

3. An Honor Roll is published at the end of each nine weeks. The Superintendent's Honor Roll consists of students that have earned all A's and Principal's Honor Roll for students who have earned no grade less than a "B".
4. Each student will receive a **report card quarterly**. **Progress reports** are sent home periodically.
5. Student class designation is determined by the number of units of credit earned and not the length of time spent in school. **Class designations** are as follows:
 - 6th Grade - Satisfactorily complete Elementary School. As a 6th Grader the student must master at least 65% of the required 6th grade work. Must pass required subjects English, Reading/Written Comprehension, Math, and pass two of three courses in Science and Social Studies. Core subject areas are Math, English, Science, Social Studies, Reading/Language Arts (writing), Foreign Languages, and Arts.
 - 7th Grade - Satisfactorily complete 6th grade. As a 7th Grader the student must master at least 65% of the required 7th grade work. Must pass required subjects English, Reading/Written Comprehension, Math, and pass two of three courses in Science and Social Studies. Core subject areas are Math, English, Science, Social Studies, Reading/Language Arts (writing), Foreign Languages, and Arts.

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- 8th Grade - Satisfactorily complete 7th Grade. As an 8th Grader the student must master at least 65% of the required work. Must pass English, Reading/Written Comprehension, CCSS Math, and pass two of three courses in Science, Social Studies and Technology Foundations. Eighth grade CCSS Math and Technology Foundations will be counted as ***high school credits toward graduation***.
6. Student class designation is determined by the number of units of credit earned and not the length of time spent in school. **Class designations** are as follows:
 - Ninth Grade – a total of 6 units of credit required to enter 10th grade.
 - Tenth Grade – A total of 12 units of credit required to enter 11th grade
 - Eleventh Grade – A total of 19 units of credit required to enter 12th grade
 - Twelfth Grade – Be able to earn sufficient credit to graduate. Must have 24 units of credit to graduate.

Graduation Requirements

SENIORS OF SCHOOL YEAR 2011-2012 (Entering ninth graders in 2008-2009 and thereafter)

- (a) Compensatory Reading and Compensatory Writing may be included in the four English courses required for graduation; however, these courses may be included in the 5 general electives required for graduation.
- (b) Compensatory Mathematics and any developmental mathematics course may not be included in the four mathematics courses required for graduation; however, these courses may be included in the 4 ½ general electives required for graduation. Beginning school year 2004-2005 for all entering eighth graders, at least one of the four required mathematics courses must be higher than Algebra I. The allowable mathematics courses that can be taken which are higher than Algebra I are: Geometry, Algebra II, Advanced Algebra, Trigonometry, Pre-Calculus, Calculus, AP Calculus AB, AP Calculus BC, Discrete Mathematics, Statistics and AP Statistics. One of the four required mathematics units may be in Drafting if the student completes the 2-course sequence of Drafting I and II. Effective with eighth graders of 2004-2005, Pre-Algebra, Transition to Algebra, and Algebra I may be taken in the eighth grade for Carnegie unit credit.
- (c) 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 in the following courses if the student completes the 2-course sequence: Agriscience I and II, Health Sciences I and II, Aquaculture I and II, Forestry I and II, Horticulture I and II, Plastics and Polymer Science I and II, and Technology Applications I and II. Two units may be earned by completing the following AEST 3-course sequence: One unit in Concepts of Agriscience, one unit in Science of

Agricultural Animals or Science of Agricultural Plants, or Science of Agricultural Environment; and one unit in Agribusiness and Entrepreneurship.

- (d) an who year did unit be the any
- (e) and

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
English	4 a	
Mathematics	4 b	Algebra I, Geometry
Science	4 c	Biology I
Social Studies	4 d	1 World History 1 U. S. History ½ U. S. Government ½ Mississippi Studies/ ½ World Geography
Health & PE	1	½ Contemporary Health & ½ Physical Education
Business & Technology	1 e	½ Technology Foundations ½ Computer Applications
The Arts	1	
Electives	5 f	
TOTAL UNITS REQUIRED	24	

The credit earned for a State/Local Government course in any other state by out-of-state transfer student enters after the sophomore 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 not award Carnegie unit credit, then any other ½ social studies course may accepted. An out-of-state student who transfers after junior year may substitute other ½ unit social studies course.

Evidence of proficiency in Technology Foundations Computer Applications is accepted in lieu of the

required courses if the student earns one unit in any of the courses listed in the Business and Technology Framework (academic and vocational).

- (f) Elective units in physical education include participation in interscholastic activities, **band, and ROTC** that meet the instructional requirements specified in the Fitness through Physical Education Framework and that are sanctioned by the Mississippi High School Activities Association.
- **ALL** students must pass the 4 Subject Area Tests in U. S. History from 1877, English II with writing component, Biology I and Algebra I.
- The required courses for admission to public universities in Mississippi are subject to change. Please see the counselor for the current listing.
- The IEP is the governing document for promotion of SPED students.

Only one (1) correspondence course can be used toward satisfying the state mandated graduation requirements. One (1) additional correspondence course may be taken to satisfy the Carroll County School District graduation requirements.

- All work must be completed and al bills/fines/fees paid before a student can graduate.
- Carroll County School District issues a regular diploma, occupational diploma, and certificates of attendance.

District Option

- In order to receive a high school diploma, the Carroll County School District and the Mississippi Department of Education requires each student to meet the graduation requirements according to the Mississippi Public School Accountability Standards, 2015. The following statement that is noted in ***bold, italics, and underlined*** is what is required according to these standards:

Beginning school year 2008-2009 and thereafter, all entering ninth graders (seniors of school year 2011-2012 and later) will be required to have a minimum of 24 Carnegie units, unless their parent/guardian requests to opt the student out of Appendix A-2 requirements. Any student taken out of these requirements will be required to complete the graduation requirements as specified in Appendix A-1. The local school district may establish additional local requirements approved by the local school board as authorized under MS Code 37-16-7.

DISTRICT PATHWAY OPTION

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
English	4 a	
Mathematics	4 b	Algebra I, Geometry
Science	3 c	Biology I
Social Studies	3	1 World History 1 U. S. History ½ U. S. Government ½ Mississippi Studies/ ½ World Geography
Health	½	Contemporary Health
Physical Education	½	½ Physical Education
Business & Technology	1 d	Technology Foundations, ICT, STEM, Computer Applications
The Arts	1	
Electives	6	
TOTAL UNITS REQUIRED	23	

- *CURRICULUM BENCHMARKS CAN BE FOUND ON THE CARROLL COUNTY SCHOOL DISTRICT WEBSITE, ccs-ms.org, OR THE MISSISSIPPI DEPARTMENT OF EDUCATION WEBSITE, www.mde.k12.ms.us.*

7. **To be eligible to participate in athletics, a student must meet the academic requirements of the MHSAA Mississippi High School Activities Association (2.11).**
 - **2.11.1-** To be eligible for **Jr. High** activities, a student must be promoted (**if not promoted, they are ineligible for the entire year**) and have passed any four basic courses (any subject that meets the equivalent of at least 250 minutes per week or meets

the State Department requirement) with a 2.0 or “C” average for the previous semester (computed numerically or by GPA). The year-end average of four basic courses passed will be used to determine eligibility for the fall semester. The same guidelines apply at the end of the first semester for spring participation. Students must be on track to be promoted to be eligible.

- **2.11.2-** A student on the junior high/middle school level, who was promoted but is not eligible at the beginning of the school year due to his academic average, may become eligible for the second semester only once during the student’s junior high/middle school career by passing four basic courses with an overall average of 2.0 at the end of the first semester.

2.12) 7. Seventh and Eighth Grade Participation on the High School level (MHSAA

- **2.12.1-** In order to participate in the fall, a student must be promoted (**if not promoted, they are ineligible for the entire year**) having passed the four core courses (English, math, science, and social studies), and the average of those four core courses must be a “C” or above. For spring semester eligibility, the student does not have to be passing all four core courses, but the average of those four core courses must be a “C” or above.
- **2.12.2-** Students who are allowed to participate on a high school team in any sport/activity shall not be allowed to participate on a junior high school team at the same sport/activity at the same time or at a later date.

8. Activities at J. Z. George Jr. High are designed to help make young people well-rounded individuals. The following rules apply:

- A student planning to participate in 8th grade extra-curricular activities cannot be 15 years old before August 1.
- Students must obey all rules of conduct set by the school and staff. Students who have discipline problems in the classroom may have their extra-curricular activities revoked.
- Students in grades 7-8 must attend school for a minimum of 5 periods to be eligible to participate in school activities that day.

COMPUTATION OF GRADES

i. Nine Week Grades:

25% average of daily grades, pop tests, homework, etc.

50% average of weekly tests

25% nine weeks tests

ii. Semester Average:

1st Nine Weeks + 2nd Nine Weeks / 2 = 1st Semester Average

3rd Nine Weeks + 4th Nine Weeks / 2 = 2nd Semester Average

iii. Yearly Average:

1st Semester + 2nd Semester / 2 = Yearly Average

SECTION IV: DISCIPLINE AND DISCIPLINARY PROCEDURES

- A. One of the most important lessons education should teach is discipline. While it does not appear on the schedule as a typical subject, it underlies the entire educational process and structure. Discipline is an attribute that develops self-control, character, organization, and orderliness. It is the key to proper conduct and relationships not only with you but also with others.

The responsibility of proper conduct lies with each individual student, not the teacher, or the principal. The primary disciplinarian is the parent/guardian.

Individual decisions are made, and if wrong, responsibility for that decision must be accepted. A person chooses to violate the rules.

Parents will be notified, if possible, by telephone. If not possible a letter/referral form will be given to the student to take home.

- B. **The classroom teacher determines classroom discipline.** If a student refuses to comply he/she will be referred to the appropriate administrator. If the student creates a situation in which the teacher cannot teach or other students cannot learn the offending student will be removed from the classroom and immediate suspension may result. Security will escort the student to his/her residence. Charges of disturbing the peace may be brought against the perpetrator.
- C. When a student is confronted with disciplinary action, he/she must be made fully aware of his/her rights and must be given an opportunity to present their side of the case prior to any action being taken by school officials.
- D. The Superintendent of Schools and the Principal of a school shall have the power to suspend a pupil for good cause or for any reason for which such pupil might be suspended, dismissed, or expelled by the Board of Education.
- E. **The parent/guardian may appeal the suspension to the Board of Education** who will hear the appeal at the next regularly scheduled meeting. The student will remain suspended until the final disposition by the Board of Education. If the parent, guardian, or other person having custody of

any child shall feel aggrieved by the suspension or dismissal of that child, then such parent, guardian, or other person shall have **the right to a due process hearing**. The parent or guardian of the child shall be advised of this right to a hearing by the superintendent or principal, and the proper form shall be provided for requesting such a hearing upon the request of the parent. Upon appeal the Board of Education may approve, disapprove, or amend the suspension. Reference Mississippi Code, S37-7-301[e]; S37-9-71; Goss V. Lopez, 419 U.S. 565 (1975); U. S. Constitution, Amendment XIV; Wood V. Strickland, U.S. 95 S. Cr. 992 (1975); Policy JCAA.

F. **The only time in which a student may testify at a disciplinary hearing on behalf of another student shall be when the student witness, if the student has parents present and has his/her principal's approval to testify. (Policy JCAA).**

G. **Jaguar Pride "Code of Conduct":**

1. **The "Student Code of Conduct" is designed to foster student responsibility, respect for the rights of others, and ensure the orderly operation of the school.** No code can be expected to list each and every offense that may result in the use of disciplinary action. However, it is the purpose of this code to list certain offenses, which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, or any aggravated circumstances of any offense or action involving a combination of offenses, may result in disciplinary consequences that extend beyond this code.

All discipline referrals become a part of the student's record. In instances where civil or criminal laws are violated, the proper authorities will be summoned. All instances resulting in assignment to out-of-school suspension will be reported to law enforcement.

2. Misbehavior of students is divided into three categories: (1) serious offenses, (2) severe offenses, and (3) extremely severe. Each has a defined consequence and procedure that is designed to bring about behavior modification.
3. **This "Code of Conduct" applies** to all students on campus, riding buses, at bus stops, walking to and from school, field trips, and any/all activities sponsored by the Carroll County School District and other schools (Mississippi Code Section 37-7-301[e]).
4. Disciplinary action will only be discussed with a student's parents or legal guardians. Parents or legal guardians may, through advance written notice delivered by the parent to the school, designate one other person to speak in their behalf.
5. If any pupil willfully destroys cuts, defaces, damages, or injures any school building, equipment, or other school property, he/she shall be liable to suspension or expulsion and his/her parents/guardians are liable for the cost of repair/replacement.
6. It is most important that students arrive at class on time. A student will be considered tardy when he/she is not in their assigned place at the appointed time. All other tardies will be disciplined as follows:

- H. The offenses and penalties listed below cover all areas of the school campus, the school buses, all field trips, and any other activity that is sponsored by the Carroll County Schools and other school districts. The teacher should handle disciplinary actions, if possible.

Serious

Offense:

1. Skipping class
2. Leaving class without permission
3. Intentionally giving false information
4. Possession of fireworks, smoke bombs, etc.
5. Stealing
6. General disruptions and/or excessive distractions of other students
7. Continually failing to turn in homework and/or complete class work assignment
8. Inappropriate public display of affection
9. Violation of hallway rules as defined (See Page 6).
10. Possession of Pornographic materials
11. Rude and disrespectful to teachers/and or Staff
12. Profanity and vulgar gestures
13. Any offense distracting from school climate
14. Possession of Gang Insignia/Paraphernalia (*Items will be confiscated*)
15. Inappropriate behavior on field trips
16. Tardies
17. Arguments or disagreements that cause a disruption in the classrooms and/or other areas of the school campus
18. Intentionally filing a False/Fraudulent report on another student
19. Possession of Gambling Paraphernalia (*dice, cards, etc. Items will be confiscated*)

Penalty:

1. *1st office referral* – Conference and/or corporal punishment or one day of Detention; parent notified
2. *2nd office referral* - (1 to 3) days ISS; parent notified; Parent/Principal Conference before child is allowed to return to class.
3. *3rd office referral* – 3-10 day OSS; Parent/Principal Conference before child is allowed to return to school
4. *4th office referral* - Placement in the Alternative School for 10-45 days.
5. *5th office referral* - Referral to the Carroll County Board of Education
** (Board of Education action may include expulsion for a semester, an academic year, or a calendar year).

Severe

1. Extreme rudeness and/or disrespect to teachers and/or staff
2. Excessive disruption to the school and learning environment ***
3. Fighting
4. Refusing Punishment
5. Leaving campus without permission
6. Making a written or verbal proposition to engage in sexual activity
7. Attempting to engage in sexual activity
8. Actions adverse to the school environment
9. Use of fireworks, smoke bombs, etc.
10. Physically assaulting, bullying, repeated harassment and/or verbally abusing another student
11. Possession of tobacco products/use of tobacco products
12. Trespassing-entering or remaining on the school campus without permission or while on suspension
13. Intentionally setting off fire alarms
14. Refusal to give up electronic device/**SIM card**
15. Audio/Video recording another student, staff member, and or fights
16. **Posting of audio/video recording and pictures involving students and staff members to social media while individuals are present on school grounds, in attendance of school related activities, or in use of transportation services provided by J. Z. George High School.**
17. **Gambling on campus (dice, cards, etc.)**

Penalty:

1. *1st office referral* - (3 to 5) day suspension with a parent/principal conference before the student is allowed to return to school.
2. *2nd office referral* - Ten (10) day suspension with a parent/principal conference before the student is allowed to return to school.
3. *3rd office referral* – Referral to the Carroll County Board of Education for action.

** (Board of Education action may include expulsion for a semester, and academic year, or a calendar year).

*****4. Transported to the Greenwood Detention Center****Fighting will be classified in one of two categories:**

- **Verbal Fighting:**

Non-Disruptive: a minor verbal altercation or quarrel between individuals.

Disruptive: A major verbal altercation between individuals that is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate and which is not covered by other laws related to violence. Such behaviors include, but are not limited to: foul, profane, obscene, threatening, defiant or abusive language or action.

- **Physical Fighting:** Physical altercation between individuals.

NOTE: Penalty for fighting: The aggressor will receive five (5) days suspension and the defendant will receive three (3) days of suspension. If the aggressor cannot be determined, both will receive the maximum punishment. Punishment will be left to the discretion of the Principal. Any subsequent fighting will result in Alternative School placement for the aggressor and three (3) days of suspension for the defendant.

- **Instigators may be subject to receiving same penalty as the offenders**

Extremely Severe**Offense:**

1. Engaging in sexual activity
2. Theft or vandalism (In addition to the punishment, monetary restitution will be required before the student is allowed to return to school)
3. Threatening and/or directing profane language toward a teacher/ school official

4. Possession or use of mace, pepper spray, or related items
5. Willful indecent exposure

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6. Striking a teacher or any other member of the staff
7. Engaging in a fight involving more than two students
8. Participating in a riot or other display of group disobedience
9. Possession or use of alcohol or other mood altering drugs not prescribed by a doctor
10. Any criminal act as defined by the criminal justice system engaged on school property or during the school day
11. Burglarizing and/or unlawful possession of school property
12. Burglarizing and/or unlawful possession of personal property
13. Making a bomb threat or other telephonic or written message requiring evacuation of the school building
14. Threats to commit an act of terrorism
15. Gang Activity (A "gang" is defined as a group that initiates, advocates, or promotes illegal activities, activities that threaten the safety or well-being of persons or property on school grounds, or at supervised school functions, or activities that are harmful to the education process.)

Penalty:

The student will be suspended pending a hearing before the Board of Education for proper punishment, which may include expulsion from school.

ALL PENALTIES MAY BE MODIFIED AT THE DISCRETION OF THE PRINCIPAL

**When a student is referred to the Carroll County Board of Education for action, the student will be suspended until the next regularly scheduled meeting of the school board.

I. Mississippi Statute 37-11-18.1, Expulsion of habitually disruptive students aged 13 years or older upon third occurrence of disruptive behavior within school year, states:

(1) For the purposes of this section:

- The term "disruptive behavior" means conduct of a student that is so unruly, disruptive or abusive that it seriously interferes with a school teacher's or school administrator's ability to communicate with the students in a classroom, with a student's ability to learn, or with the operation of a school or school-related activity, and which is not covered by other laws related to violence or possession of weapons or controlled substances on school property, school vehicles or at school-related activities. Such behaviors include, but are not limited to: foul, profane, obscene, threatening, defiant or abusive language or action towards teachers or other school employees; defiance, ridicule or verbal attack of a teacher; and willful, deliberate and overt acts of disobedience of the directions of a teacher; and
- The term "habitually disruptive" refers to such actions of a student which cause disruption in a classroom, on school property or vehicles or at a school-related activity on more than two (2) occasions during a school year, and to disruptive behavior that was initiated, willful and overt on the part of the student and which required the attention of school personnel to deal with the disruption. However, no student shall be considered to be habitually disruptive before the development of a behavior modification plan for the student in accordance with the code of student conduct and discipline plans of the school district.

- (2) Any student who is thirteen (13) years of age or older for whom a behavior modification plan is developed by the school principal, reporting teacher and student's parent and which student does not comply with the plan shall be deemed habitually disruptive and subject to automatic expulsion on the occurrence of the third act of disruptive behavior during a school year. After the second act of disruptive behavior during a school year by a student who is younger than thirteen (13) years of age, a psychological evaluation shall be performed upon the child.

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- (3) Any student who brings to school or on school property including a school bus, or has in his/her actual possession, or in his/her constructive possession, meaning within one's locker, desk, purse, or backpack, any object classified under Mississippi Code 97-37-17 Annotated as being a weapon, including but not limited to any knife, firearm, ammunition, explosive devices, slingshot, leaded cane, blackjack, metallic knuckles, razors, razor blades, box cutters, and any sharp pointed or edged instrument except instructional supplies, unaltered nail files and clips, and tools previously authorized by the school and used solely for the preparation of food, instruction, and maintenance on the school property, **will be subject to automatic and immediate expulsion for one calendar year**, subject to the student's right of due process, including the right to appeal to the Carroll County Board of Education. (Policy JCD)

J. STUDENT RESTRAINT AND SECLUSION POLICY

The Carroll County School District Board of Trustees supports a positive approach to behavior that uses proactive strategies to create a safe school climate that promotes dignity, creates authentic student engagement, and improves student achievement for all students.

In accordance with Miss. Code Ann. §§ 37-9-69 and 37-11-57, it is recognized that staff may intercede in situations wherein students are displaying physically violent behavior or are deemed to be a danger to themselves or others. The use of excessive force or cruel and unusual punishment regarding student management is prohibited. Restraint and/or seclusion shall not be utilized as a punitive measure.

Only school personnel trained in the use of restraint and seclusion should be used to observe and monitor these students. Staff engaged in monitoring students shall have knowledge of effective restraint and seclusion procedures, emergency procedures, and knowledge of how to effectively debrief students after the use of restraint or seclusion.

This policy in no way shall inhibit the right of staff to reasonable self-defense in accordance with the provisions of the 5th and 14th amendments to the Constitution of the United States, or the Constitution of Mississippi, nor negate the obligation of the district to provide a safe work environment.

In any situation in which a student is a danger to himself/herself or others, and it becomes necessary to contact law enforcement or emergency medical personnel, nothing in this policy guidance shall be construed to interfere with the duties of law enforcement or emergency medical personnel.

Restraint

Physical restraint is considered to be an emergency response after all other verbal and non-verbal de-escalation measures have failed in effectiveness. When using physical restraint for students who are a danger to themselves or others, staff should take precautions necessary to ensure the safety of the student and the staff members engaged in restraining the student.

1. Physical restraints that restrict the flow of air are prohibited in all situations.
2. The use of mechanical restraints is prohibited, except by law enforcement.

3. The use of chemical restraints, as defined as "the administration of medication for the purpose of restraint," is prohibited.

Seclusion

The use of seclusion occurs in a specially designated room or space that is physically isolated from common areas and from which the student is physically prevented from leaving. The room or space used for seclusion may not be locked and staff shall be present to monitor the student. Seclusion shall cease once the student regains control of his or her behavior.

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Administrative Procedures

This policy and the supporting procedures are designed to ensure the safety of all students, school personnel, and visitors. The following provisions shall be adhered to:

a. Staff and faculty shall be trained at least annually on the use of physical restraint and seclusion. Teachers and other district personnel shall be trained on how to collect and analyze student data to determine the effectiveness of these procedures in increasing appropriate behavior.

b. Administrators shall document incidents of the use of physical restraint or seclusion by staff or faculty participating in or supervising the restraint or seclusion event.

c. A review of the use of a restraint and seclusion process shall be conducted by the school to determine if revisions of behavioral strategies are in place to address dangerous behavior or if positive behavioral strategies were not in

d. The school board shall review this policy and incidents of seclusion and restraint data at a minimum, annually. At a minimum, the Superintendent shall make quarterly reports of incidents of restraint and/or seclusion to the school board. The school district shall report the incidents to Mississippi Department of Education annually.

e. This policy and supporting procedures shall be reviewed with all staff on an annual basis.

f. The superintendent or designee shall develop procedures for reporting the use of restraint or seclusion to the local board of education and to the Mississippi Department of Education.

g. After reviewing the district reports of incidents in which restraint and seclusion were used, if necessary, the superintendent shall make recommendations to the board for possible revisions to this policy. The review and/or revisions to this policy shall be documented on the school board meeting agenda and the subsequent minutes of the school board meeting. The school district or school shall maintain records of its review of and any resulting decisions or actions regarding the use of seclusion and restraint.

Parental Notification

a. All parents shall receive, at least annually, written information about the policies and procedures for restraint and seclusion issued by this school district. The written policies shall be included in the code of conduct, student handbook, school board policy manual, and any other appropriate school publication.

b. Parents or guardians shall be notified verbally or in writing on the day of the restraint or seclusion or no later than 48 hours following the incident. In the event a parent cannot be reached by telephone, a letter shall be sent informing the parent of the incident and the person who can be contacted at the school to address any questions the

parent may have. At the time the parent is notified, the school shall schedule a debriefing with the parent to discuss the incident.

c. The superintendent or designee shall develop procedures by which a parent may submit a complaint regarding the physical restraint or seclusion of their child; the procedures shall be printed in the Student Handbook.

The superintendent or designee shall establish and disseminate all procedures relevant to the implementation of this policy and the guidelines set forth by the Mississippi Department of Education.

This policy and all revisions to the policy shall at a minimum be disseminated to all parents and staff annually, and listed in the staff and student handbooks, as well as the school board policy manual.

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LEGAL REF.: MS CODE: 37-9-69; 37-11-57

CROSS REF.: Policies EBBB Safety Program

EBCB Security

JGFB Student Safety

SECTION V: WEAPONS

Any student who brings to school or on school property including a school bus, or has in his/her actual possession, or in his/her constructive possession, meaning within one's locker, desk, purse, or backpack, any object classified under Mississippi Code 97-37-17 Annotated as being a weapon, including but not limited to any knife, firearm, ammunition, explosive device, slingshot, leaded cane, blackjack, metallic knuckles, razors, razor blades, box cutters, and any sharp pointed or edged instrument except instructional supplies, unaltered nail files and clips, and tools previously authorized by the school and used solely for the preparation of foot, instruction, and maintenance on the school property, and toy guns/items resembling deadly weapons, will be subject to automatic and immediate expulsion for one calendar year, subject to the student's right of due process, including the right to appeal to the Carroll County Board of Education.

CARROLL COUNTY SCHOOL DISTRICT POLICY STUDENT BULLYING

The Carroll County School District does not condone and will not tolerate bullying or harassing behavior. Bullying or harassing behavior is any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication, or any act reasonably perceived as being motivated by any actual or perceived differentiating characteristic that (a) places a student or school employee in actual and reasonable fear of harm to his or her person or damage to his 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 off such class as a whole.

The Carroll County School District will make every reasonable effort to ensure that no students or school employee is subjected to bullying or harassing behavior by other school employees or students. Likewise, the District will make

every reasonable effort to ensure that no person engages in any act of reprisal or retaliation against a victim, witness or a person with reliable information about an act of bullying or harassing behavior. The District encourages anyone who has witnessed or has reliable information that a student or school employee has been subject to any act of bullying or harassing behavior to report the incident to the appropriate school official.

The School Board directs the superintendent to designee to design and implement procedures for reporting, investigating, and addressing bullying and harassing behaviors. The procedures should be appropriately placed in the 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 evidence menacing or threatening behavior through bullying or harassing. Furthermore, the Carroll 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

Reference: Senate Bill 2015; Miss Code Ann §37-7-301(e)

***CARROLL COUNTY SCHOOL DISTRICT
PROCEDURES – STUDENT BULLYING***

STUDENT COMPLAINTS OF BULLYING OR HARASSING BEHAVIOR:

Students and employees of Carroll 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.

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.

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, and 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 complain 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) working days, allow the victim and parents as appropriate to appear before the Board to present reasons for dissatisfaction with the decision of the superintendent. The Board shall provide a written decision within ten (10) working days following the victim's appearance before the Board.

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SECTION VI: STUDENTS INVOLVED IN THE LEGAL SYSTEM

Any student who is entering and/or returning to school from a training camp or other type of incarceration or who has been convicted of a felony criminal offense or drug offense will be automatically placed in the alternative school. Such students will have their status reviewed at the end of each nine-week's grading period to determine if they are eligible for return or entry to regular classes.

SECTION VII: ALTERNATIVE SCHOOL (ALC)

A. Alternative School Screening Committee:

1. An alternative school screening committee will be created at the beginning of each school year.
2. The committee will consist of the school principal or his/her designee, and two (2) classroom teachers.
3. Students will be assigned to the alternative school by the Carroll County School Superintendent based on the recommendation of the alternative school screening committee.

B. Alternative School Rules and Regulations

1. The Student Code of Conduct applies in the Alternative Learning Center.
2. The Superintendent may assign the student to the Alternative Learning Center for 11 to 45 days.
3. Additional alternative school rules and regulations are as follows:

- a. A student in the alternative school will report to the alternative school room as soon as he/she arrives at school via the school bus. A student who drives to school or rides with a parent will report to the alternative school room no later than 7:50 a.m.
- b. A student in the alternative learning center will remain there until his/her bus arrives. A student who drives to school or who rides with a parent will remain in the alternative school room until 3:10 p.m.
- c. The alternative school supervisor will create and visibly post a set of rules for the alternative school.
- d. A student in the alternative school will eat lunch at a time when other students are not in the cafeteria.
- e. A student in the alternative school is expected to have his/her books, paper, pens, and pencils to complete assignments. The alternative school supervisor will monitor the completion of assignments.

C. Alternative School Disciplinary Procedures

1. The teacher and staff of the alternative school will handle disciplinary actions, if possible.
2. When a student(s) is referred to the office, the following procedures will be followed:

1st office referral - A 3-day suspension.

2nd office referral – A 10-day suspension.

3rd office referral – Expulsion for the remainder of the semester

SECTION VIII: IN-SCHOOL SUSPENSION (ISS)

Students will be assigned to a term of in-school suspension (ISS) as defined by the discipline and disciplinary procedures (Refer to Section IV). Students who refuse to go to ISS will receive the same number of days in out-of-school suspension.

A. In-School Suspension Rules and Regulations

1. Students in ISS will report to the ISS classroom as soon as they arrive at school via the school bus. Students who drive to school or ride with a parent will report to the ISS classroom no later than 7:50 a.m.
2. Students in ISS will remain there until their bus arrives. Students who drive to school or ride with a parent will remain in the ISS classroom until 3:05 p.m.
3. The ISS supervisor will create and visibly post a set of rules for ISS.
4. Students in ISS will eat lunch at a time when other students are not in the cafeteria.
5. Students in ISS will not go to breaks and will remain isolated from other students throughout the school day.
6. A student in ISS is expected to have his/her books, paper, pens, and pencils to complete assignments. The ISS supervisor will monitor the completion of assignments.
7. All assignments will be turned in daily. If students do not turn in the assignments as directed, the term of ISS will be extended until such time as assignments are completed and turned in.

8. If a student is absent from school while assigned to ISS, the student will serve the equivalent number of days in ISS plus finish any days remaining in his/her term in ISS.

**Students who receive ISS or ISD for disciplinary actions must turn in phone to teacher upon entering the ISS or ISD room*

B. ISS Disciplinary Procedures

1. The ISS supervisor will handle disciplinary actions, if possible.
2. Disciplinary options available to the ISS supervisor include corporal punishment or the extension of the term of ISS of one additional day per rule violation.
3. Rule violations are cumulative and cover the entire academic year.
4. Office referrals will be counted continuously for those students who are in ISS on multiple occasions.
5. When a student is referred to the office, the following procedures will be followed:

1st office referral - A three (3) day suspension with a parent/principal conference before the student is allowed to return to school.

2nd office referral - A five (5) day suspension.

3rd office referral - A ten (10) day suspension.

4th office referral - Referral to the Carroll County Board of Education for action. ****Board of Education action may include expulsion for a semester, an academic year, or a calendar year.**

SECTION IX: CORPORAL PUNISHMENT

On July 7, 1986, the Carroll County Board of Education adopted the following policy regarding the use of corporal punishment:

The Carroll County Board of Education believes that students enrolled in the schools of the county should exercise proper decorum in school, while traveling to and from school, and while attending any school related function or activity. However, the Board realizes that disciplinary measures may be necessary as a result of the behavior of some students; therefore, it is the intent of this policy to give principals, teachers, and other staff members some guidance in making decisions about the discipline of students.

Therefore, the following shall be used as a guide in the discipline of students:

1. Teachers stand in the place of parents (loco parentis) while their children are enrolled in the school system and may discipline children for improper decorum.
2. Corporal punishment may be used for disciplinary reasons, if necessary; however, if corporal punishment is used, it must be administered in the presence of the principal or his or her designee.
3. The punishment must be reasonable and consideration must be given to the age, sex, and size of the student.
4. Additionally, the type of instrument (paddle) used should be suitable and proper for the purpose.

5. In the event that a student refuses to take the punishment or if the parents of a child object to corporal punishment, then the school principal may suspend the student for a period of time not to exceed three (3) days; however, it is understood that the three (3) day suspension is for refusal to take the punishment by either the student or by the objections of the parent and in no way limits the principal from suspending a student for a period of time greater than three (3) days.
6. The instrument (paddle) used in administering corporal punishment should be used for disciplinary reasons only and not seen or used as a threat to students.
7. Corporal punishment should be used for disciplinary reasons only and not for academic purposes.

SECTION X: SCHOOL BUS TRANSPORTATION

1. State law provides for the transportation of students to and from school on school buses if the student lives one mile or more from the school.
2. Only authorized school personnel are to ride school buses.
3. Students, while riding on a school bus to and from school or school- related trips, are under the supervision of the school bus driver and are subject to the same rules and penalties as during school.
4. The following Mississippi Code sections provide school personnel the authority for student conduct violations while riding school buses:
 - a. *Mississippi Code Section 37-7-301(e)*: To suspend or to expel a student for misconduct in the school, upon school buses, on the road to and from school, during recess, or upon the school playgrounds, and to delegate such authority to the appropriate officials of the district.
 - b. *Mississippi Code Section 37-9-69*: It shall be the duty of each superintendent, principal, and teacher in the public schools of this state to enforce in the schools the courses of study prescribed by law or by the State Board of Education, to comply with the law in distribution and use of free textbooks, and to observe and enforce the statutes, rules and regulations prescribed for the operation of schools. Such superintendents, principals, and teachers shall

hold the pupils to strict account for disorderly conduct at school, on the way to and from school, on the playgrounds, and during recess.

- c. *Mississippi Code Section 37-11-19*: If any pupil shall willfully destroy, cut, deface, damage, or injure any school building, equipment, or other school property, he/she shall be liable to suspension or expulsion and his/her parents or persons in loco parents shall be liable for all damages.
5. Students who ride buses are expected to get off the bus only at the school where they are enrolled.
6. Students are not permitted to get off the bus in town or at any place other than school.
7. Students shall get off the bus at the same place in the afternoon as he/she was picked up that morning. Deviations must be authorized by the school principal.
8. It is the duty of students who are transported in school buses to conduct themselves in an orderly manner.
9. Students must abide by the rules and regulations of the Mississippi Board of Education and the rules and regulations adopted by the Carroll County Board of Education.
10. Disciplinary rules and regulations (Refer to Section IV) that apply to students while on the school campus also apply to students while on the school bus.
11. Students suspended three (3) times will not be allowed to ride the bus for the remainder of the semester if a fourth incident occurs.
12. Additional rules and regulations that apply to students while riding the bus, boarding the bus, and exiting the bus are as follows:

a. STUDENTS SHALL NOT:

1. Smoke or use other tobacco products.
2. Stand up.
3. Make excessive noise.
4. Shout at anyone through the window.
5. Put hands or head through the bus window.
6. Enter or exit through the emergency door except in an emergency situation.
7. Mar or deface the school bus (The student or parent must pay for any willful damage to the school bus. The student will have his/her bus riding privileges suspended until such payment is made).

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8. Throw objects from the bus window or litter the bus.
9. Bring a visitor on the bus.
10. Scuffle, throw objects, or act in any manner that may cause injury or annoyance to other students or the bus driver.
11. Eat or drink on the bus.
12. Use profanity or make vulgar gestures.
13. Distract the bus driver in any manner.

b. STUDENTS SHALL:

1. Sit in the seat assigned by the bus driver.
2. Obey the bus driver at all times.

Bus Rules:

1. The bus driver may assign seats.
2. No Profanity.
3. Do not eat or drink on the bus
4. Keep the bus clean.
5. Violence is prohibited.
6. Remain seated.
7. No Smoking or Chewing
8. Keep your hands & head inside the bus.
9. Do not destroy property.
10. For your own safety, DO NOT distract the driver through misbehavior.

3. Ride his/her regular bus at all times unless he/she has permission from the principal.
4. Be ready at the bus stop at the time designated for the bus to arrive.
5. Depart from the bus in the afternoon at the same stop that he/she boarded the bus in the morning unless written permission from the principal is provided.

BUS DISCIPLINARY PROCEDURE

13. When a student is referred to the office for misbehavior on the school bus, the rules regarding discipline and disciplinary procedures will be followed. In addition, the following procedures will be applied:
 - a. *1st office referral - Warning*
 - b. *2nd office referral – Conference and/or corporal punishment to correct the problem.*
 - c. *3rd office referral – A 3-5day suspension of bus riding privileges, and the student's parents*
 - d. *4th office referral - A 10-day suspension of bus riding privileges, and the student's parents will be notified.*
 - e. *5th office referral – Removed from the bus for the remainder of the year.*
- *Penalty for Fighting on the Bus: The aggressor will receive five (5) days suspension from the bus and the defendant will receive (3) days suspension from the bus. If the aggressor cannot be determined, both parties will receive the maximum penalty. Punishment will be left to the discretion of the Principal and the Director of Transportation after an investigation of the incident.*

STUDENTS ON THE BUS ARE CONSIDERED TO BE ON SCHOOL GROUNDS AND ALL SCHOOL RULES APPLY.

XI STUDENT RIGHTS AND RESPONSIBILITIES

All students enrolled in the Carroll County School District have certain basic rights and responsibilities in accordance with school policy and in compliance with the United States Constitution, the Constitution of the State of Mississippi, and the laws of Mississippi.

A. Student Rights:

1. *Right to a public education* - Students have a right to a public education and the equal opportunities associated with this right, which includes school programs and activities.
2. *Right to freedom of expression* - Students have the right to express their opinions verbally or written as long as it is in accordance with federal and state law.

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3. *Right to dress appropriately* - Students are expected to choose appropriate dress and be neatly groomed as to abide by school policies and regulations.
4. *Right to privacy:* Students' academic and personal records are confidential and can only be inspected by eligible students, parents/guardians, school officials, and the Department of Human Services in accordance with the Rights and Privacy Act of 1974. (MS Law 37-11-53, 3a,b) **NOTE: Education records are sent to schools requesting the records if student is requesting transfer to that school.**
5. *Right to due process* - Students have a right to due process and to disciplinary hearings as outlined by district policy.
6. *Right to be free from unreasonable search and seizure* - Students have the right to be free from an unreasonable search and/or seizure; however, anything on school property is subject to search if there is reasonable suspicion that drugs, weapons, etc., or other inappropriate items may be possessed by the student.

B. Student Responsibilities:

- A** 1. Attend all classes daily and be punctual in attendance.
- B** 2. Come to class prepared and have appropriate working materials.
- X** 3. Be respectful of all individuals and property.
- Δ** 4. Refrain from profane or inflammatory statements.
- E** 5. Conduct himself/herself in a safe and responsible manner.
- Φ** 6. Be responsible for his/her work and behavior.
- Γ** 7. Abide by the rules and regulations of the school and each classroom teacher.

PARENTAL RIGHTS

THIS POLICY COMPLIES WITH THE REQUIREMENTS OF THE NO CHILD LEFT BEHIND ACT OF 2001.

The Board recognizes the importance of promoting parental input in decision making related to their student’s health and general well-being, in determining district and student needs for educational services, in program development and district operations. To assist the district in this effort, and in accordance with the No Child Left Behind Act of 2001 (NCLBA), the district affirms the right of parents, upon request, to inspect:

- 1. A survey created by a third party before the survey is administered or distributed by the district to a student, including any district survey containing “covered survey items” as defined by the NCLBA;
- 2. Any instructional material used by the district as part of the educational curriculum for the student;
- 3. Any instrument used in the collection of personal information from students for the purpose of marketing or for selling that information or otherwise providing that information to others for that purpose;

As provided by law, parents of district students will also, upon request, be permitted to excuse their student from “covered activities” as defined by the NCLBA. The rights provided to parents under this policy, transfer to the student when the student turns 18 years old, or is an emancipated minor under applicable state law.

The superintendent will ensure that activities requiring parental notification are provided as required by law and that reasonable notice of the adoption or continued use of this policy is provided to parents of students enrolled in district schools. The input of parents will be encouraged in the development, adoption and any subsequent revision of this policy.

The following definitions and procedures will be used to implement the parental rights requirements of the No Child Left Behind Act (NCLBA):

DEFINITIONS:

- 1. “Survey,” as defined by federal law and as used in Board policy and this regulation, includes an evaluation. It does not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act;
- 2. “Covered survey items” means one or more of the following items: political affiliations or beliefs of the student or the student’s family; sex behavior or attitudes; illegal, anti-social, self-incriminating or demeaning behavior; critical appraisals of other individuals with whom respondents have close family

relationships; legally recognized privileged or analogous relationships; such as those of lawyers; physicians and ministers; religious practices, affiliations or beliefs of the student or the student's parent; and income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program;

3. "Covered activities" requiring notification under the under the NCLBA means those activities involving the collection, disclosure or use of personal information collected from students for the purpose of marketing or for selling that information or otherwise providing that information to others for that purpose; the administration of any survey containing one or more covered survey items; and any non-emergency invasive physical examination or screening that is required as a condition of attendance and administered and scheduled by the school in advance;
4. "Third parties" include, but are not limited to, school volunteers, parents, school visitors, service contractors or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control;
5. "Instructional material" means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audiovisual materials and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments;
through the Internet). The term does not include academic tests or academic assessments;
6. "Personal information" means individually identifiable information including a student or parent's first and last name; a home or other physical address (including street name and the name of the city or town); telephone number; or a social security identification number;
7. "Invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body. It does not include a hearing, vision, or scoliosis screening and does not apply to any physical examination or screening that is permitted or required by an applicable state law, including physical examinations or screenings that are permitted without parental notification.

REQUESTS TO INSPECT MATERIALS

Parents may inspect surveys, instructional materials or instruments used to collect personal student information for marketing purposes before such items are administered or distributed by a school to a student as follows:

1. Requests may be directed to the school office by phone or in person;
2. Requests must be received by the district no later than (five) working days following receipt of notification by the district of its intent to administer or distribute such items;
3. Materials may be reviewed at the school office or mailed by the district;
4. Requests to mail materials must be accompanied by a self-addressed, stamped envelope.

REQUESTS TO EXCUSE STUDENT FROM COVERED ACTIVITIES

A parent may request that his/her student be excused from participation in any of the following covered activities:

1. The collection, disclosure or use of personal information collected from students for the purpose of marketing or selling that information to others;
2. Any district third party survey;
3. The administration of non-emergency, invasive physical examinations or screenings.

All such requests must be:

1. Directed to the building principal in writing;

2. Received by the district no later than (five) working days following receipt of notification by the district of its intent to administer or distribute such items.

STUDENT PRIVACY

The district recognizes its responsibility to protect student privacy in the event of administration or distribution of a survey to a student containing one or more covered survey items.

A student's personal information that may be collected as a result of such surveys will be released only with prior, written parental permission.

CUSTODIAL / NON-CUSTODIAL PARENTS' RIGHTS

The Carroll County School District presumes that the person who enrolls a student in school is the student's custodial parent. If both parents claim to be the custodial parent, enrollment records will be examined. The parent who enrolled the child is considered by the school district to be the custodial parent until a legal document naming the custodial parent is provided to the school.

Parents or guardians have the right to receive information contained in the school records concerning their minor child, and the right to forbid the disclosure of such information to others unless authorized to do so. This board, unless informed otherwise, assumes there are no restrictions regarding the non-custodial parent's right to be kept informed of the student's school progress and activities. If restrictions are made, the custodial parent will be requested to submit a certified copy of the court order, which curtails the specific rights.

Unless there is a legal document that specifies otherwise, both natural parents have the right:

1. To view the child's school records;
2. To receive school progress reports;
3. To visit the child briefly at school; and
4. To participate in parent and teacher conferences (together or separately).

While both parents can see the child at school, only the custodial parent has the right to remove the child from school property. If the non-custodial parent asks to take the child from school, the principal or designee will adhere to the following procedure:

1. Explain that the school staff is responsible for the child's welfare while at school;
2. In plain view of the non-custodial parent, telephone the custodial parent and explain the request. If the custodial parent agrees, then comply with the request.
3. If the custodial parent objects, explain to the non-custodial parent that his/her rights do not include removing the child from school property. Confirm that the school will allow brief visits and describe the conditions so that both parents hear the information. Emphasize that the child will stay in the office area for the visit, will return to class afterward, and will not leave school property.
4. Escort the child to the office. Do not send the parent to the classroom. Explain to the child how the visit is to proceed. Emphasize that you (or a school security official) will turn the child to class when the visit is finished.
5. Provide a place for the visit, which can be observed by office staff. Escort the child back to class after the visit.
6. Maintain a file of such visits and have the non-custodial parent sign in and sign out so there is an official record of each visit.

XII

STUDENT INSURANCE

- A. Parents and students are encouraged to have accident insurance coverage.
- B. Accident insurance coverage may be purchased through the school where the student attends.

XIII

DUE PROCESS

When a student is confronted with disciplinary action, the Board and its administrators shall afford him/her the safeguards of due process as required by applicable law.

In any case, the student must be made fully aware of his/her rights and must be given an opportunity to present his side of the case prior to any action being taken by school officials.

The superintendent of schools and the principal of a school shall have the power to suspend a pupil for good cause or for any reason for which such pupil might be suspended, dismissed, or expelled by the school board. However, such action of the superintendent or principal shall be subject to review by and the approval or disapproval of the school board. If the parent, guardian, or other person having custody of any child shall feel aggrieved by the suspension or dismissal of that child, then such parent, guardian, or other person shall have the right to a due process hearing. The parent or guardian of the child shall be advised of this right to a hearing by the superintendent or principal and the proper form shall be provided for requesting such a hearing. S37-9-71

Legal Reference: Mississippi Code, S37-7-301(e); S37-9-71; Goss V. Lopez, 419 U.S. 565 (1975); U.S. Constitution, Amendment XIV; Wood V. Strickland, U.S. 95 S. Ct. 992 (1975)

The school disciplinary committee may recommend expulsion of a student; however, if expulsion is recommended in excess of ten (10) days, the following form shall be used:

Date: _____

Superintendent of Education
Carroll County Schools
P. O. Box 256
Carrollton, MS 38917

Dear Superintendent:

This is to inform you that the _____ School Disciplinary Committee recommended that _____ be expelled from school in accordance with the attached information. The parent(s) of _____ met/did not meet with the committee regarding the recommendation on _____.

As a result of the parent(s) disagreeing with the committee's recommendation or not meeting with the committee, the parents were:

1. Advised that the student was entitled to a hearing before the Board of Education.
2. Advised that the student could be represented by legal counsel at the hearing at his/her own expense.
3. Advised that the next regular/special meeting of the Board of Education will be held on _____.

Please enter this matter on your agenda for the next meeting of the Board of Education.

Sincerely,

Principal

XV **PROPER CHAIN OF COMMAND ACTIONS CONCERNING YOUR CHILD**

In the Classroom: Teacher > Principal > Superintendent > School Board

In the Gym/Athletics: Coach > Athletic Director > Principal > Superintendent > School Board

SPED Teacher: Teacher > Principal > Special Education Director > Superintendent > School Board

CLASSROOM GRIEVANCE PROCEDURES

Teachers and administrators act *in loco parentitis* (as a parent for the student) while the child is at school or involved in a school activity. There are times when the student does not agree with everything that is occurring in the classroom. If a student has questions or concerns about a teacher's actions, the student should follow these measures:

Student is to follow all directions from a teacher;

If a student disagrees with a teacher's request, the student should handle the problem ***AFTER*** class to preserve the dignity of the student and the teacher;

If a student is then unable to resolve a conflict with the teacher, the student should request a conference with the teacher through the counselor or administrator;

If this does not resolve the problem, the student's parent should arrange a conference with the teacher through the office.

Confronting the teacher in the classroom will result in a referral for disruptive and disrespectful behavior.

A. Sexual Harassment

In accordance with Title IX of the 1964 Civil Rights Act, as amended in 1972, Section 703, no student in the Carroll County School District shall be subject to sexual harassment. It is the intent of the school district to maintain an environment free from sexual harassment of any kind. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature amounting to or constituting harassment are prohibited. Student-on-student harassment is also prohibited.

Complaints of violation of this policy may be made to the appropriate building administrator or the Title IX coordinator, without fear of reprisal. Should violations prove to be legitimate, the offending employee/student shall be subject to disciplinary action. Further, student-on-student harassment is a

violation of the code of conduct. Should a student-on-student sexual harassment complaint prove to have merit, any student violating the policy will be disciplined accordingly.

B. Handicap (Section 504)

The Carroll County School District does not discriminate on the basis of handicaps in the admission and access to programs or employment in its programs and activities, as and to the extent provided by the law. Shirley H. Phillips has been designated to handle all inquiries as to district policies regarding Section 504. Shirley H. Phillips may be contacted by writing the Carroll County School District, P. O. Box 256, Carrollton, MS 38917 or by calling 662-237-4444.

XVI ASBESTOS SURVEILLANCE OF SCHOOL BUILDINGS

As part of an annual notification, the Carroll County School District informs all persons of there option to review the Asbestos Management Plan, which would include documentation of any changes of asbestos containing material in the Carroll County Schools.

To provide continuing management of the asbestos in the Carroll County Schools, all asbestos containing materials (ACM) are inspected every (6) months by an engineering firm from Jackson, MS. Any changes in the ACM are being recorded in a surveillance report as part of the management plan.

A copy of surveillance and re-inspection reports, along with a copy of the management plan, is located in the principal's office at each school. In addition, a copy of all management plans for the district is maintained in the LEA Asbestos Designee's office located at 603 Lexington Street, Carrollton, MS. Any interested party should feel free to visit any of these locations to review these reports.

XVII ACCEPTABLE USE POLICY

CARROLL COUNTY SCHOOL DISTRICT

Introduction:

It is the policy of the Carroll 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.

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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.

Education, Supervision and Monitoring

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

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of The Technology Director, or designated representatives. The Carroll County School District, or designated representatives, will provide age-appropriate training for students who use the Carroll County School District Internet facilities. The training provided will be designed to promote the Carroll County School District's commitment to:

- I. The standards and acceptable use of Internet services as set forth in the Carroll County School District's Internet Safety Policy;
- II. Student safety with regard to:
 - a) Safety on the Internet;
 - b) Appropriate behavior while 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 Carroll County School District at a public meeting, following normal public notice, on May 10, 2012.

Carroll County School District (CCSD) has established a computer network (CCS-NET) and is pleased to offer Internet access for student use. This will allow users to have email accounts and will provide them access to a variety of Internet resources. In order for students to use the Internet, students and their parents or guardians must first read and understand the following acceptable use policies.

The Children's Internet Protection Act (CIPA) requires that school district use computer software that will protect against access to visual depictions that are obscene, constitute child pornography or could harm minors. CIPA also required every school district to develop an Internet Safety Plan that addresses access to inappropriate material, safety and security of students when using electronic communications, unauthorized access and other unlawful online activities, and unauthorized disclosure, use and dissemination of personal information regarding students. In addition, school districts are to provide the education of minors about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms; as well as Cyberbullying awareness and response.

The Children's Online Privacy Protection Act of 1998 (COPPA) regulates the collection and use of personal information from and about children on the Internet. It further regulates the liability for any disclosure made in good faith and following reasonable procedures in responding to a request for disclosure of personal information to the parent of a child.

CCS-NET is in compliance with CIPA and COPPA. Users should understand that this Acceptable use Policy is a legal and binding document.

Personal Safety Guidelines

1. Users will not divulge personal information (last name, address, or phone number, etc) about themselves to anyone else.
2. **CCS-NET** will not disclose personal information about students on any websites.
3. Users will notify an administrator immediately of any inappropriate messages, attempts to initiate personal contacts, or any encounter with material that violates this Acceptable Use Policy.

Unacceptable and/or Illegal Uses

1. The **CCS-NET** may not be used to download, copy, or store any software, shareware, or freeware without prior permission from the network administrator.
2. The **CCS-NET** may not be used for commercial purposes. Users may not buy or sell products or services through the system without prior permission from the network administrator.
3. Use of the **CCS-NET** for advertising or political lobbying is prohibited.
4. The **CCS-NET** may not be used for any activity, or to transmit any material, that violates United States or local laws. This includes, but is not limited to, illegal activities such as threatening the safety of another person (cyber bullying), promoting violence, destruction of property, or violating copyright laws.
5. **CCS-NET** users may not use vulgar, derogatory, offensive, or obscene language. Users may not engage in personal attacks, harass another person, or post private or personal information about another person.
6. **CCS-NET** users may not log onto someone else's account or attempt to access another user's file. 'Hacking' or otherwise trying to gain access to another person's or organization's computer system is prohibited.
7. **CCS-NET** users may not access Websites, news groups or chat areas that contain material that is obscene or that promotes illegal acts. If a user accidentally accesses this type of information, he/she should immediately notify a teacher, librarian, and/or network administrator.

System Resource Limits

1. Network users must respect resource limits and must remain within the allotted disk space as determined by the class instructor and/or **CCS-NET** administrator.
2. Users are responsible for deleting old emails or other files that may take up excessive amounts of storage space.
3. Network users may not participate in chain letters or spamming.
4. Users of **CCS-NET** will immediately notify a staff member if inappropriate information is accessed.

User Rights

1. The computer network at **Carroll County School District (CCSD)** has been set up in order to allow Internet access for educational purposes. This includes classroom activities, research activities, peer review of assigned work, and the exchange of project-related ideas, opinions and questions via email, message boards and other means. **CCS-NET** access to the Internet is filters as mandated by **CIPA** and **COPPA**.
2. Students will have access to the Internet via classrooms, labs, and library computers. Student access is limited to regular school hours unless permission is obtained from the teacher.
3. Student use of the Internet is contingent upon parent/guardian permission in the form of a signed copy of the Acceptable Use Policy. Parents/guardians may revoke approval at any time.
4. Material created and/or stored on the system is not guaranteed to be private. Network administrators may review the system periodically to ensure that the system is being used properly. For this reason, users should expect that emails, materials placed on personal Web pages, and other work that is created on the network may be viewed by a third party.
5. **CCS-NET** users must keep their passwords private. Accounts and/or passwords may not be shared.
6. **CCSD** will cooperate with local, state and federal officials in any investigation related to illegal activities conducted through the user's account.

Consequences for Failure to Follow Terms and Conditions of this AUP

Security

Security on any computer is a high priority. If a user identifies a security problem, CCSD personnel must be notified immediately. The problem is not to be demonstrated to other users. Any user identified as a security risk may be denied access to the **CCS-NET**.

Vandalism

Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or other networks. This includes, but is not limited to, the uploading or creation of computer viruses. Vandalism also includes damage to the network, printer, computer, or computer components. Vandalism will result in cancellation of privileges and disciplinary action.

Privileges

Use of the Internet is a privilege, not a right, and inappropriate use may result in cancellation of user privileges, disciplinary action, and/or referral to legal authorities. The administrators will close an account when necessary. The system administrator may deny, revoke, or suspend specific user access and/or user accounts. Rights to appeal such denial, revocation, or suspension of user access are outlined in the student handbook. **CCSD** staff members are expected to abide by the acceptable use policy and inappropriate use of the Internet may result in disciplinary or legal action, including possible termination.

Adopted by Carroll County School Board of Education at their regular open session on Thursday, May 10, 2012.

Carroll County School District

P.O. Box 256
Carrollton, MS 38917
Phone: (662) 237-9276

Marshall Elementary School

P.O. Box 130
North Carrollton, MS 38947
Phone: (662) 237- 6840

J.Z. George High School

P.O. Box 398
North Carrollton, MS 38947
Phone: (662) 237- 4701

XVIII

Jaguar Sports

➤ **ALL SPORTS SCHEDULES CAN BE FOUND AT THE CARROLL COUNTY SCHOOL DISTRICT WEBSITE @ ccsd.ms**

➤ **Gate Fees:**

Junior High Football.....	\$5.00
Junior High Basketball.....	\$5.00
Varsity Football.....	\$6.00
Basketball.....	\$5.00
Baseball/Softball.....	\$5.00

2018-2019 Coaching Staff

Athletic Director

Charles Rawls

Head Coach / Varsity Football

Ben Burton

Assistant Coach/Varsity Football & Head Coach/Jr. Varsity Football

Marshall Guess Hal Haney William Rodgers

Head Coach/Girl's Varsity & Jr. Varsity Basketball

Torrey Dale

Head Coach/ Boy's Varsity & Jr. Varsity Basketball

Torrey Dale

Head Coach/Baseball

Williams Rodgers

Head Coach/ Softball

?????????

Head Coach/Track & Cross Country

Torrey Dale & Marshall Guess

Cheerleading

Sherry Foster

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Bell Schedules 2018-2019

HIGH SCHOOL		JR. HIGH	
Breakfast	7: 20 – 7:57	Breakfast	7: 20 – 7:57
Period 1	8:00 – 8:48	Period 1	8:00 – 8:48
Period 2	8:51 - 9:39	Period 2	8:51 - 9:39
Period 3	9:42 - 10:30	Period 3	9:42 - 10:30
Period 4	10:33 - 11:21	Period 4	10:33 - 11:21
Period 5	11:24 - 12:36	Period 5	11:24 - 12:12

<i>1st Lunch</i>	<i>11:24 – 11:48</i>	Period 6 12:15 - 1:27	
<i>2nd Lunch</i>	<i>11:48 – 12:12</i>	<i>1st Lunch12: 15 – 12: 39</i>	
<i>3^d Lunch</i>	<i>12:12 – 12:36</i>	<i>2nd Lunch12: 40 – 1:04</i>	
Period 6	12:39 - 1:27		
Period 7	1:30 – 2:18	Period 7	1:30 - 2:18
Period 8	2:21 - 3:09	Period 8	2:21 - 3:09

7:20 am – School Doors Open

3:09 pm – School Dismissed by Bell Monday-Friday

*****If early dismissal, the school’s bell schedule would be revised.**



PARENT-STUDENT-TEACHER CONTRACT

SCHOOL NAME: J. Z. George High School

SCHOOL MISSION: AT J. Z. George High SCHOOL, WE ARE COMMITTED TO WORKING COLLABORATIVELY TO PROVIDE A QUALITY LEARNING ENVIRONMENT IN WHICH ALL CHILDREN CAN LEARN AND DEVELOP TO THEIR MAXIMUM POTENTIAL.

HAND IN HAND WE CAN LEARN AND WORK TOGETHER TO BUILD A BETTER WORLD.

As a Parent/Guardian, I want my child to achieve: _____

SIGNATURE

- I will see that my child attends school regularly and on time;
---provide an environment that encourages my child to learn;
---insist that all homework assignments are completed;
---communicate regularly with my child's teachers;

As a student

I will always

As a teacher



- I will believe that each student can learn;
---show respect for each student and his/her family;
---come to class prepared to teach;
---provide an environment conducive to learning;
---enforce school and classroom rules fairly/consistently;
---maintain open lines of communication with parents;
---seek ways to involve parents in the school program;
---demonstrate professional behavior and positive attitude.

As a principal, I support this form of parent involvement:

SIGNATURE DATE

I will provide an environment that allows for positive communication between the teacher, the parent, and the student. Encourage teachers to regularly provide homework assignments that will reinforce classroom instruction.

HAND IN HAND WE WILL WORK TOGETHER TO CARRY OUT THE AGREEMENT OF THIS CONTRACT.

NOTE: Since it is impossible to address in the student handbook every incident that may arise during the school year, it will be left to the discretion of the administration to determine necessary corrective action.

CARROLL COUNTY SCHOOL- NET ACCEPTABLE USE POLICY AGREEMENT FORM

Signatures

Student: I have read the **CCS-NET** AUP and I understand and will abide by the terms and conditions as stated in this document. I further understand that some Internet violations are unethical and may constitute a criminal offense resulting in possible legal action. Should I violate this user policy, my access privileges may be revoked and school disciplinary or legal action may be taken.

Student: _____ Date _____
(Please print)

Student Signature: _____

Parent: I have read the **CCS-NET** AUP terms and conditions. I understand that this access is supervised by a staff member. I understand that my child's use of the Internet is subject to the terms and conditions of the **CCSD** Acceptable Use Policy. I give my consent that my child may use the Internet at **CCSD** and understand that my child will be held responsible for any misuse of the Internet. I understand that my child will be held responsible for any misuse of the Internet. I understand that my child will be held responsible for any misuse of the Internet.

Parent Signature _____

Staff Member: I have read the **CCS-NET** AUP terms and conditions. I understand and will abide by the terms and conditions as stated in this document. I further understand that some Internet violations are unethical and may constitute a criminal offense resulting in possible legal action. Should I violate this user policy, my access privileges may be revoked and school disciplinary or legal action may be taken.

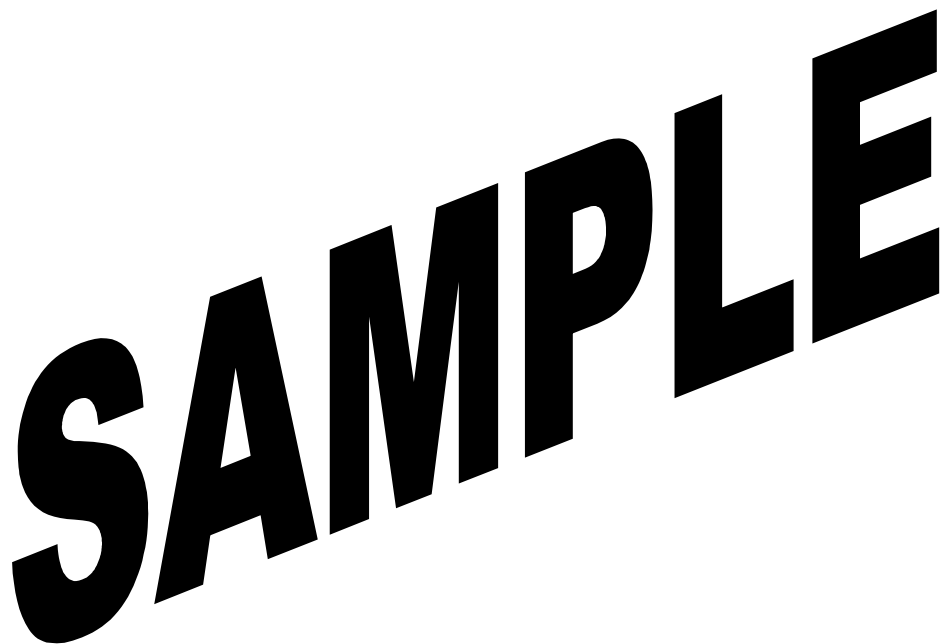
Staff Member Signature _____

Staff Member Signature _____

Parent or Community Member: I have read the **CCS-NET** AUP and I understand and will abide by the terms and conditions as stated in this document. I further understand that some Internet violations are unethical and may constitute a criminal offense resulting in possible legal action. Should I violate this user policy, my access privileges may be revoked and school disciplinary or legal action may be taken.

Parent or Community Member: _____ Date _____
(Please print)

Parent or Community Member Signature _____



**Textbook Issuance
Parental Statement**

I hereby accept responsibility for the textbooks and any other books issued to my child during the current school year. If any book is lost, damaged, or destroyed I agree to pay such loss before my child will be re-enrolled in the Carroll County School District.

Signature of Parent or Guardian

Date

STUDE

HOMEI

SAMPLE

State Law 37-11-53 passed by the Mississippi Legislature in 1991 requires that a copy of the school district's discipline plan be distributed to each student enrolled in the district, and the parents, guardian, or custodian of such student shall sign a statement verifying that they have been given notice of the discipline policies of the school district.

Signing this form indicates that a copy of the discipline and disciplinary procedures has been received. If clarification or explanation of the policies or procedures is needed, contact the principal of the school your child attends.

SIGNATURE: _____

DATE: _____

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FINANCIAL HARDSHIP WAIVER POLICY:

Carroll County Schools have the authority to charge reasonable fees, but not more than the actual cost, for supplemental instructional materials and supplies; fees related to a valid curriculum educational objective, including transportation; extracurricular activities and other educational activities of the school district that are designated by the school board as valid curriculum educational objectives, such as band trips and athletic events.

Any family who qualified for the National School Lunch Program, as created by the Richard B. Russell National School Lunch Act (42 USCS, Section 1751 et seq.) shall receive a financial hardship waiver.

Please see attached board policy.

FINANCIAL HARDSHIP WAIVER OF FEES CHARGED BY SCHOOL DISTRICTS

1. Any family who qualifies for the National School Lunch Program, as created by the Richard B. Russell National School Lunch Program Act (42 USCS Section 1751 et seq.), shall receive a financial hardship waiver pursuant to Section 37-7-335 of the Mississippi Code.
2. Within one week of enrollment, each parent or guardian applying for a financial hardship (full or reduced) waiver of fees must provide documentation of proof of income that would qualify the student for a free or reduced lunch pursuant to the United States Department of Agriculture (USDA) annual free and reduced lunch eligibility income guidelines by submitting a copy of the Family Application for Free and Reduced Price Meals (which has the effect of an original) to the school principal that includes the following required information:
 - a. To receive a financial hardship (full or reduced) waiver of fees for households applying for free and reduced lunches on the basis of income and household size, the parent/guardian applying for the waiver of fees must provide names of all household members; income received by each household member, identified by source of the income (such as earnings, wages, welfare, pensions, support payments, unemployment compensation and social security and other cash income); the signature of an adult household member; and the social security number of the adult household member who signs the application or an indication that he/she does not possess a social security number; or

- b. To receive a financial hardship (full or reduced) waiver of fees for a child who is a member of a food stamp or TANF (Temporary Assistance for Needy Families) household, the parent/guardian applying for the waiver of fees must provide the child's name and appropriate food stamp or TANF case number; and the name and signature of an adult household member; and

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- c. To receive a financial hardship (full or reduced) waiver of fees in lieu of completion of the free and reduced price application, information obtained from the State or local agency responsible for the Food Stamp Program or TANF program which includes the name of the child; a statement certifying that the child is a member of a currently certified food stamp or TANF household; information in sufficient detail to match the child attending school in the school food authority with the name of the child certified as a member of a food stamp or TANF household; the signature or a copy of the signature of the individual authorized to provide the certification on behalf of the Food Stamp or TANF office, as appropriate; and the date. When the signature is impracticable to obtain, such as in a computer match, other arrangements may be made to ensure that a responsible official can attest to the data.
3. The parent/guardian requesting a financial hardship waiver of fees must sign the certification attached to this policy certifying (promising) that all information furnished to the school district is true and correct and providing a social security number for each adult household member or an indication that such member does not have a social security number. Information provided for a waiver of fees may be verified at any time during the school year to determine if the student qualifies for a waiver of fees. Written evidence/documentation shall be used as the primary source of information for verification. Written evidence/documentation to verify the financial information and written confirmation of a household's circumstances must be provided at the time application is made for a waiver of fees and includes such documentation as the following:
 - a. wage stubs,
 - b. award letters, and
 - c. letters from employers.

A request for a waiver of fees cannot be approved unless it contains the information required by this policy.

4. Whenever written evidence is insufficient to confirm income information or current eligibility, the school may require collateral contacts, verbal confirmation of a household's circumstances by a person outside the household. The collateral contact may be made by person or by phone. The verifying school official may select a collateral contact if the household fails to designate one or designates one that is unacceptable to the verifying school official. If the verifying school official designates a collateral contact, the contact shall not be made without providing written or oral notice to the household. At the time of this notice, the household shall be informed that it may consent to the contact or provide acceptable verification in another form. If the household refuses to choose one of these options, its eligibility for a waiver of fees shall be terminated
5. Information concerning income, household size or food stamp or TANF eligibility maintained by other governmental agencies to which the school can legally gain access may be used to confirm a household's income, size or receipt of benefits. If a food stamp or TANF case number is provided for a child, verification for such child shall only include confirmation that the child is included in a currently certified food stamp or TANF program.
6. Households receiving a waiver of fees must notify school officials during the school year of any decrease in household size and any increases in income of over \$50 per month or \$600 per year, or in the households that provided a food stamp or TANF case number to establish eligibility for free or reduced meals of any termination of benefits for such children under the Food Stamp or TANF programs.

7. Students who qualify for the free lunch program pursuant to the USDA annual free lunch income eligibility guidelines shall receive a complete/full waiver of the fees allowed pursuant to Section 37-7-335 of the Mississippi Code.

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8. Students who qualify for the reduced lunch program pursuant to the USDA annual reduced lunch income eligibility guidelines shall receive a reduced or adjusted cost waiver of the fees allowed pursuant to Section 37-7-335 of the Mississippi Code. The reduced waiver shall be equal to the percentage of the most current federal reimbursement rate for a reduced price meal to that of a free meal. The student will only be required to pay a fee amount that has been reduced by the waiver percentage. For example, in the 2006 - 2007 fiscal year, the federal reimbursement rate for a reduced meal is \$2.02 and for a free meal is \$2.42. The percentage of the reduced lunch rate to the free lunch rate equals $\$2.02/\2.42 or 83.48%. Therefore, the reduced waiver of Section 37-7-335 fees for 2006-2007 would equal 83.48% and students qualifying for a reduced waiver would be required to pay only 16.52% of the required fee (100% fee - 83.48% waiver = 16.5% reduced fee amount).
9. The information provided in compliance with this financial hardship waiver policy shall be kept in the strictest of confidence with all files and personal disclosures restricted from review by the general public and shall be used solely for the purpose of determining the child's eligibility for the financial hardship waiver of fees charged by the school district.
10. This financial hardship waiver policy will be distributed in writing to pupils at the time of enrollment.

FOR INFORMATION PURPOSES

Family Application for Free and Reduced Price Meals 2007-2007

<http://www.cn.mde.k12.ms.us/cnprogs/nslp/Documents/2007-08FamilyMealApplication.pdf>

LEGAL REF.: MS CODE as cited

CROSS REF.: Policy JAA C Equal Educational Opportunities

IVa

CARROLL COUNTY SCHOOLS MEAL CHARGE POLICY

Effective 7/1/2017

PURPOSE

The purpose of this policy is to establish consistent meal account procedures in Carroll County Schools' cafeterias per USDA regulations effective July 1, 2017. Unpaid charges place a financial strain on the Food Service Department. The goals of this policy are:

- To establish a consistent district policy regarding charges and collection of charges
- To treat all students with dignity in the serving line regarding meal account
- To support positive interactions with staff, students, parents, and guardians
- To encourage parents or guardians to assume the responsibility of meal payments and to promote self-responsibility of the students

SCOPE OF RESPONSIBILITY

Food Service Department: Responsible for maintaining charge records and notifying parents/guardians of outstanding balances on a monthly basis at the minimum, and also notifying Central Office of balances delinquent over 30 days.

School District: Responsible for supporting the Food Service Department in collection activities.

Parent/Guardian: Responsible for immediate payment.

POLICY

A La Carte Items

A la carte items are not part of the USDA Free/Reduced Lunch Program and must be paid for with cash in hand or on the child's account. A la carte items will not be allowed to put a student's account in the negative.

Free Lunch Status Students

Free lunch status students will receive lunch and breakfast every day. Free lunch status students are not allowed to have a negative balance due to a la carte purchases.

Reduced and Full Paying Students

A student with reduced or paying lunch status will be allowed to charge up to \$15.00 before the collection process is begun. Letters will be mailed home at least monthly but may be sent home with the student weekly or as needed. Once the account cap of -\$15.00 has been reached, an alternate reimbursable meal will be provided for the student at a cost of \$1.25 for lunch and \$.75 for breakfast for full paying students. This amount will be charged to the account. If the student has cash in hand for the meal, he may choose the alternate meal or the regular meal. The alternate meal will be a reimbursable meal of the manager's choice, ex. ham & cheese sandwich, piece of fruit, veggie sticks, and milk. Food Service staff will make reasonable

efforts via e-mail, text, call, and/or send letters home via mail or by the child. Payments may be made in the cafeteria on the serving line, in the school office, or, online at www.myschoolbucks.com. We do not accept checks in the cafeteria.

Beginning the second week of May, the Food Service Program must start to close the books for the school year and the online site will not accept payments. No new meal charges to a negative balance account will be accepted. Students must call home or borrow money from the office to purchase their lunch.

Negative balances not paid prior to the end of the school year will be given to the superintendent and school board for appropriate action. Actions may include:

- Delay the issuance of report cards and class assignments until the balance is paid in full.
- Prohibit the student from participating in future fee based program until balance is paid in full.
- If a senior has a negative balance at the first of May, the administration may prohibit the student from participation in senior activities and graduation exercises.

REFUNDS

Student accounts with a positive balance at the end of the year will roll over into the new school year. Refunds may be requested in writing by email to ccsd.sblaine@gmail.com or letter to Sherri Blaine, FSA, Carroll County Schools, P. O. Box 256, Carrollton, MS 38917. Parents may also choose to donate the unused funds to unpaid accounts at the end of the school year by emailing the above or call 662-237-4444 ext. 1. Unclaimed funds must be requested within 6 months. These funds then become property of CCSD Food Service. This is in reference to withdrawn students and graduated students.

All parents are encouraged to fill out a lunch application at www.myschoolapps.com or get a paper application from the school office.

USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.