

Picayune Junior High School

702 Goodyear Boulevard

Picayune, MS 39466

601-798-5449

Student Handbook

2023 - 2024



Motto:

“Picayune Proud”

Student Daily Schedule:

2023 - 2024

This handbook belongs to:

NAME _____

ADDRESS _____

STUDENT I.D. NUMBER _____ **GRADE** _____

<i>Period</i>	<i>Room #</i>	<i>Subject</i>	<i>Teacher</i>
<i>1</i>			
<i>2</i>			
<i>3</i>			
<i>4</i>			
<i>5</i>			
<i>6</i>			

Parents: If you need to get information to your child pertaining to altering afternoon travel arrangements, please call the junior high receptionist (601-798-5449) prior to 2:15 p.m.

The employees at Picayune Junior High School would like to welcome you, and we hope to help you have a safe and successful educational experience. Please take pride in yourself, show respect to others, and follow the directives given to you by the teachers and staff at PJHS. We strongly encourage you to become involved in the wide variety of activities and clubs that PJHS offers its students. By becoming involved, you will not only enrich yourself, but you will also help generate a positive environment for your school and community. Please remember that your actions have consequences, and we will remember that positive actions foster rewarding consequences in your favor. One of my favorite quotes is,

“There is little difference in people, but that little difference makes a big difference. The little difference is attitude. The big difference is whether it is positive or negative.”

W. Clement Stone

The information on the following pages will be critical to your success. Adhering to the policies and regulations in this handbook will be beneficial to your achievement and accomplishments while at PJHS. Together, we can become agents for positive change! Let’s get it started at PJHS and watch it spread throughout our community. **I am Picayune Proud; what about you?**

Sincerely,

General G Breeland III
PJHS Principal

PICAYUNE SCHOOL DISTRICT

706 Goodyear Boulevard
Picayune, MS 39466

DATE: July 2023

TO: Parents, Teachers & School Employees

FROM: Dean Shaw

SUBJECT: AHERA Compliance Notification

In accordance with AHERA regulations, school districts are required to perform several activities with regards to Asbestos in schools. These activities include an initial asbestos inspection and development of a Management Plan. The Management Plan addresses how identified asbestos containing materials (ACM) will be handled (abated or managed in place).

As part of the Management Plan, schools are also required to provide notification to all parents, teachers, and employees of our ongoing management of ACS's.

To provide continuing management of the asbestos in our schools, all asbestos containing materials (ACM) are inspected every six months by an environmental consulting firm from Jackson, Mississippi. Any changes in the ACM area being recorded in a surveillance report as part of the management plan. Every three years a re-inspection is performed at the schools.

A copy of this surveillance report, along with a copy of the management plan, and all supplementary information is located in the Local Education Agency (LEA) Designee office at each school. In addition, a copy of all management plans for all district schools is maintained in the LEA's office located at 706 Goodyear Blvd. These documents are available for review at either of these locations.

Picayune Junior High School Handbook
Table of Contents

Admission Policy	9
Attendance Policy	9
Make-up Work/Academic Recovery	11
Student Absences	10
Awards and Incentives	14
Bell Schedule	8
Board of Trustees and Administration	6
Campus Regulations	35
Drill Procedures	38
Visitors	40
Discipline and Discipline Program	20
Administrative Discipline	23
Articles Prohibited in School	27
Classroom Discipline	21
Detention	30
Disciplinary Conferences	30
Suspension	31
Financial Hardship	35
General Policies	43
Immunizations and Vaccinations	45
Internet Use	47
Parent-Teacher Conferences	53
Residency Requirements	53
Health Policies	42
Marking System and Report Card Grades	18
Oath of Alliance and Display of United States Flag	17
Program of Studies	17
Promotion/Retention Policy	19
School Board Policies	60
Parental Involvement Policy	55
Title I Compact	57
School Bus Regulations	40
Sports Eligibility	20
Tardies & Check-out/Dismissals	15
Uniform Policy	31

PICAYUNE SCHOOL DISTRICT
2023-2024

Board of Trustees

Mr. Jake Smith Chairperson
Mr. Josh Robertson Vice Chairperson
Mr. Jerel Myers Secretary
Mrs. Jan Sweet Second Secretary
Mr. Edward Stubbs.....Member

Central Office Administration

Mr. Dean Shaw..... Superintendent
Mr. Walt Esslinger..... Assistant Superintendent
Dr. Brannon Johnson..... Director of Exceptional Education
Mrs. Kimberly Massengale.....Federal Programs
Mrs. Debbie Smith..... Curriculum Director
Mrs. Diane Wise.....Support Services

Administration and Support Staff

Mr. General Breeland..... Principal
Ms. Renee Johns..... Assistant Principal
Ms. Laticia Angelette Receptionist
Mrs. Sandy Criswell..... Records Clerk
Mrs. Stephanie Galmiche Administrative Assistant
Mrs. Martha Norra Discipline/Attendance Clerk
Mrs. Susan Penton..... Counselor
Mrs. Chantel Spence.....Community Interventionist

Parents Right to Know:

In accordance with the No Child Left Behind Act, parents have the right to know:

Annual Report Cards:

The Mississippi Department of Education and the Picayune School District will disseminate to parents, schools and the public an annual report card with aggregate information, including student achievement (disaggregated by category) and graduation rates.

Teacher and Paraprofessional Qualifications:

Parents of Title I, Part A students have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teacher, and requires us to give you this information in a timely manner if you ask for it. Specifically, you have the right to ask for the following information about each of your child's classroom teachers:

- a. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- b. Whether the teacher is teaching under a provisional status through which State qualification or licensing criteria have been waived;
- c. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree; and
- d. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

To the extent practicable, Parent's Right to Know Notification will be provided in a language that parents can understand.

Student Achievement:

The Picayune School District will provide individual student assessment reports to parents providing individual information on the level of achievement of the parent's child in each of the state's academic assessments.

Non-Highly Qualified Teachers:

The Picayune School District will provide to each individual parent timely notice if the parent's child has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

To obtain any of the information listed above, please contact your school principal by phone, written communication or in person. The principal will provide the requested information within five (5) school days.

Regular Bell Schedule

7:48	Enter Building
7:54 – 8:58	First Period
9:02– 10:04	Second Period
10:04 – 10:13	Break
10:17 – 11:19	Third Period
11:23 – 1:03	Fourth Period
1:07 – 2:09	Fifth Period
2:13 – 3:15	Sixth Period
3:20 – 3:50	Academic Recovery & After-School Detention

ADMISSIONS

LATE ENTRANCE - Students, who reside in the District at the beginning of the school year and are not attending another school, but enroll after the first day, must make up all work missed because of late enrollment. Transfer students within the continental boundaries of the United States shall be allowed five (5) days for travel which shall not be counted in his/her total absences.

WITHDRAWAL - When a student withdraws from school, his/her parent(s) or legal guardian(s) must fill out a withdraw form at the record clerk's office. Students will be REQUIRED to return all books and pay all outstanding library fines at the time of withdrawal. In all cases, school records will be held until satisfactory settlement is made of all obligations to the school.

CHANGE OF ADDRESS OR TELEPHONE NUMBER - If a change of address or telephone number is made at any time during the school year, the parent should report the change immediately to the office and bring two proofs of residency.

**SCHOOL ATTENDANCE POLICY:
(School Board Approved 5/26/2009)**

Picayune School District considers attendance to be a critical component of student achievement. Consequently, parents are encouraged to keep students absenteeism to an absolute minimum.

Picayune School District shall adopt as its official policy **MS Code ' 37-13-91**, which is referred to as the "**Mississippi Compulsory School Attendance Law**".

The Mississippi Compulsory School Attendance Law indicates that children who have attained or will attain the age of six (6) years and who have not attained the age of seventeen (17) years on or before September 1 of the calendar year shall be deemed "compulsory-school-age children".

As stated in the statute, a parent, guardian, or custodian of a compulsory-school-age child in this state shall cause the child to enroll in and attend a public school or legitimate nonpublic school for the period of time that a child is of compulsory school age, **except** under the following circumstances:

- (a) When a compulsory-school-age child is physically, mentally, or emotionally incapable of attending school as determined by the appropriate school official based upon sufficient medical documentation.
- (b) When a compulsory-school-age child is enrolled in and pursuing a course of special education, remedial education, or education for handicapped or physically or mentally disadvantaged children.
- (c) When a compulsory-school-age child is being educated in a legitimate home instruction program as approved through the **Office of Compulsory School Attendance Enforcement** of the **MS State Department of Education**.

STUDENT ABSENCES (Excused and Un-excused) - **MS Code ' 37-13-91** states that an "unlawful absence" [**un-excused absence**] is an absence **for an entire school day or part of a school day** by a compulsory-school-age child, which absence is not due to a valid excuse for temporary non-attendance [**excused absence**] as delineated below. **For purposes of reporting absenteeism under subsection (6) of Mississippi House Bill 1530; if a compulsory-school-age child has an absence that is more than 37% of the instructional day, as fixed by the school board for the school at which the compulsory-**

school-age child is enrolled, the child must be considered absent the entire school day. A student is considered present when they are in attendance for 63% of the instructional day. For purposes of attaining perfect attendance at PJHS, the student MUST be in class for 50% or more for EACH period.

EXCUSED ABSENCES - Each of the following shall constitute a valid excuse for temporary non-attendance provided evidence of the excuse is provided to the principal:

- (a) Authorized school activity
- (b) Illness or injury
- (c) Isolation ordered by county health officer
- (d) Death or serious illness of a member of the immediate family (siblings, parents, grandparents)
- (e) Medical or dental appointment
- (f) Court proceedings
- (g) Observance of a religious event
- (h) Participation in a valid educational opportunity with prior approval of the superintendent
- (i) Participation in an official 4-H (or Future Farmers of America) event
- (j) Serving as a page at the State Capitol for the Mississippi House of Representatives or Senate

Documentation for an excused absence must be presented to the attendance clerk within three (3) days of the date the student returns to school. If documentation is not provided, the day(s) missed will be classified as unexcused absence(s). **After 5 consecutive, unexcused absences, the student's name will be given to the truancy officer as required by law and may be dropped from the class rolls. The student may re-enroll in school at any time; however, the parent or guardian must complete the re-enrollment process.**

Upon returning to school following any absence, a student must report to the front lobby between 7:30 A.M. – 7:50 A.M. to turn in any excuses for an absence, tardy or dismissal excuses. Written excuses for absences must contain the following information: student's name, date of absence(s), reason for absence(s), and parent's or legal guardian's signature. The school will determine the status of student absence as defined by state law. (See district's attendance policy above).

Only ten (10) days of absences per class will be excused with a parent note. After the tenth (10th) day, an unexcused absence will be recorded. All excuses after the tenth (10th) day must have documentation from the list above. No more parent notes will be accepted after the tenth (10th) parent note.

EXTENDED ABSENCES - If a student is going to be absent for an extended period of time due to extenuating circumstances, the parent/guardian is required to notify the school in advance. After the 3rd day absent, missing work will be requested from the teachers. Notifying the school does not ensure that the absences will be excused. **If students are absent three or more days, a valid excuse must be provided (see excused absences on page 10).**

MAKE-UP WORK – *A student with an absence will have two days per each day absent to complete missing assignments. The maximum number of days allowed to make up assignments is ten (10) days. It is the student’s responsibility to initiate the process of receiving missing assignments from his/her teacher.* Picayune Junior High School will operate an Academic Recovery Center. The purpose of this center will be to provide an opportunity for students to make up work missed. The Academic Recovery Center will be open Monday – Thursday, 3:20 – 3:50, each week unless canceled or rescheduled by the principal. It will be the responsibility of the student’s parent(s) or legal guardian(s) to provide transportation and to see that the work is made up.

Parent Responsibility:

The ***Mississippi Compulsory Attendance Law*** provides that any parent, guardian, or custodian of a compulsory-school-age child who refuses or willfully fails to perform any of the duties imposed upon him or her under the law or who intentionally falsifies any information required to be contained in a ***Certificate of Enrollment [home schooling]***, shall be guilty of contributing to the neglect of a child and, upon conviction, shall be punished in accordance with ***Section 97-5-39***.

School Administrative Responsibility:

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 the child is eligible to attend or the child has accumulated five (5) unlawful ***[un-excused]*** absences during the school year of the public school in which the child is enrolled, the school district superintendent shall report, within two (2) school days or within five (5) calendar days, whichever is less, the absences to the school attendance officer. The State Department of Education shall prescribe a uniform method for schools to utilize in reporting the unlawful absences ***[un-excused]*** to the school attendance officer. The superintendent, or his/her designee, also shall report any student suspensions or student expulsions to the school attendance officer when they occur.

School Attendance Officer Responsibility:

When a school attendance officer has made all attempts to secure enrollment and/or attendance of a compulsory-school-age child and is unable to effect the enrollment and/or attendance, the attendance officer shall file a petition with the youth court under ***Section 43-21-451*** or shall file a petition in a court of competent jurisdiction as it pertains to parent or child.

Section 97-5-39 states that a parent, guardian, or custodian of a compulsory-school-age child may be prosecuted based on the presentation of evidence that the child has not been enrolled in school within eighteen (18) days after the first day of the school year of the public school which the child is eligible to attend, or that the child has accumulated twelve (12) unlawful ***[un-excused]*** absences during the school year at the public school in which the child has been enrolled.

No proceedings under this law shall be brought against a parent, guardian, or custodian of a compulsory-school-age child unless the school attendance officer has contacted promptly the home of the child and has provided written notice to the parent, guardian, or custodian of the requirement for the child's enrollment or attendance

Allowable Absences and School Procedures:

Picayune School District recognizes the direct relationship between school attendance, student participation and academic progress. For this reason, parents are encouraged to see that their student(s) attend every day except in cases of contagious illness or other legitimate reason(s). See District Attendance Policy.

Grades 7-8

The school administration and staff will closely monitor student absences. Absences will be considered as "excused" and "un-excused". Students in grades 7-8 are allowed a maximum of eight (8) un-excused absences by class period for a yearlong course. A maximum of four (4) un-excused absences will be allowed for semester courses. The number of un-excused absences will be the key feature in determining whether or not a student meets the required attendance standards. Students should use their absences with discretion. Upon returning to school following an absence, a note from a doctor or a parent/legal guardian must accompany the student.

Missed work must be made up for these days of absence. Students will be allowed the equal number of days absent to make up work. During the school day, any student who misses more than thirty (30) minutes of a class period, without the expressed permission of the Principal or his/her designee will be considered absent for that class period.

1. A school representative, i.e., counselor, social worker, school-parent coordinator, or the principal's designee will attempt to check each student's absences daily by making contact with his/her parent, legal guardian, or custodian.
2. A student's absences will be reported to the Picayune School District Attendance Officer on the **5th** and **9th** absences (one year course) or **3rd** and **5th** absences (semester course).
3. A student's teacher(s), counselor, or social worker will make contact with the parent, legal guardian, or custodian to determine how the student who has been absent from school (excused or un-excused absences) can be assisted to achieve all course objectives and requirements on the **4th** and **8th** absence (one year course) and on the 2nd and **4th** absences (semester course).
4. On the **9th** un-excused absence (one year course) or on the **6th** un-excused absence (semester course), a student's parent/legal guardian will be notified by the school administration that in order for the

student to receive academic credit, he/she must demonstrate daily, consistent attendance, and complete required work with passing grades.

5. Teachers will coordinate closely with the school counselor or the principal's designees to make certain that appropriate reports are forwarded to the District Attendance Officer.
6. Teachers will make assignments available in a timely manner for any student who is absent from class, and will make every effort to provide adequate tutorial time to assist any student to master course objectives. Appropriate instructional modifications will be provided, and final course grades will be determined solely upon required student mastery level of state-mandated and district curriculum objectives.
7. Appropriate, timely parent conferences, to include a student's teachers, a counselor, social worker, or school- parent coordinator, will be scheduled, and a plan of action will be developed to assist a student to meet course objectives or standards in cases of extensive absenteeism. A team approach will be utilized.
8. An Attendance Committee, composed of a student's teachers, a counselor, social worker, or school- parent coordinator, and a school administrator will be established to monitor extreme cases of absenteeism.
9. Each school administrator will submit a weekly absentee report to the Office of the Superintendent delineating by name, those students who have exceeded the allowable number of un-excused absences [8 for a one year course or 4 for a semester course].
10. It will be the responsibility of the school administration to make decisions concerning student promotion or retention recommendations to the Office of the Superintendent based solely on student academic achievement.

Field Trip Policy

Field trips are a valuable enrichment experience in the education of a child. Therefore, Picayune Junior High encourages every student to earn the right to attend these field trips. Grades will be checked prior to the date of the field trip and any student with **more than one failing grade** will not be allowed to attend the field trip. The child is expected to attend his/her classes on the date of the field trip. (Sports eligibility, see page 20)

PICAYUNE JUNIOR HIGH SCHOOL AWARDS AND INCENTIVES

To encourage students to come to school several awards and incentives are offered during each quarter.

1. Certificates will be given to all students who have perfect attendance.
2. Students who have attended the entire year without missing any days will be recognized at the Awards Day presentation and will receive a certificate for "Perfect Attendance".
3. STARS (Successful, Terrific, and Responsible Students) program. The school has placed the emphasis on a school-wide system of support that includes proactive strategies for defining, teaching, and supporting appropriate student behaviors to create positive school environments. Instead of using a piecemeal approach of individual behavioral management plans, a continuum of positive behavior support for all students within a school is implemented in areas including the classroom and non-classroom settings (such as hallways, buses, and restrooms). Attention is focused on creating and sustaining primary (school-wide), secondary (classroom), and tertiary (individual) systems of support for all students by making targeted behaviors less effective, efficient, and relevant, and desired behavior more functional.

Through this program, PJHS acknowledges students' accomplishments in many different ways. The first way is giving them colored armbands with each color representing a different level of accomplishment. The criteria for participation are as follows:

5 STARS

All A's

No Referrals

No more than 3 absences, tardies, or checkouts

4 STARS

A's and B's

No Referrals

No more than 3 absences, tardies, or checkouts

3 STARS

A's, B's, & C's

No ISD (In-School Detention)/OSS (Out-of School Suspension)

No more than 3 absences, tardies, or checkouts

No more than 2 after school detention

Based on the level they have earned, students can receive rewards, special privileges, and fun and educational field trips. Five, Four, and Three STARS may wear jeans with their uniform shirt (and their STARS armband) every Thursday during the nine weeks that they are STARS. Random rewards continue throughout the nine weeks, and the students proudly wear their armbands every day. Every nine weeks, the STARS program recognizes new students who have earned "STARS" status. STARS is a privilege, not a right. Therefore, if students do not maintain their discipline and/or attendance throughout the nine weeks, they will lose the benefits/rewards they have earned. These rewards will be taken at the discretion of administration.

TARDIES

“Tardy to school” is defined as arriving to school or obtaining an absentee slip after the tardy bell rings in the morning at 7:54 A.M. All tardies to school will be handled from the principal’s office. Students must obtain an admittance slip before they are allowed to enter class. A total of more than four (4) un-excused (see page 11 for excused definitions & procedures – as the same applies for tardies) morning tardies to school per semester as recorded in the principal’s office will result in placement on the administrative discipline ladder in the office. This will result in after-school detention, in-school suspension, or other measures as determined by the principal. A student, who then acquires any additional tardies during the same term, will have each tardy evaluated as excused or un-excused by the principal with each tardy resulting in disciplinary action as follows:

1-4	No penalty
5-10	One (1) day detention per tardy
11-15	Two (2) days detention per tardy
16 or more	One day of In-School Detention per tardy. A parent conference must take place once student reaches this stage.

CHECK-OUT STUDENT POLICY

In order to provide for the best welfare of each student and the school, the following check-out policy has been adopted: When a student becomes ill or an emergency arises during the regular school day which may warrant early dismissal, the student must report to the principal’s office. Before the student may be released from school, a parent, legal guardian, or person authorized on the emergency card by parent/legal guardian must come to the school office, show positive identification, and sign the student out. No student will be allowed to leave campus with only a note or phone call for verification of this authorization.

A student will be released when the parent, legal guardian, or person authorized on the emergency card by parent/legal guardian comes to the school and signs the student out.

A total of more than four (4) un-excused (see page 10 for excused definitions & procedures – as the same applies for checkouts) checkouts per semester as recorded in the principal’s office will result in placement on the administrative discipline ladder in the office. This will result in after-school detention, in-school suspension, or other measures as determined by the principal. A student, who then acquires any additional checkouts during the same term, will have each checkout evaluated as excused or un-excused by the principal with each checkout resulting in disciplinary action as follows:

1-4	No penalty
5-10	One (1) day detention per checkout
11-15	Two (2) days detention per check-out

16 or more One day of In-School Detention per checkout. A parent conference must take place once student reaches this stage.

OATH OF ALLEGIANCE AND DISPLAY OF UNITED STATES FLAG

The flag of the United States and the state of Mississippi shall be displayed in close proximity to the school building, on a proper staff, at all times during the hours of daylight when the school is in session when the weather will permit without damage to the flag. In addition, the flag of the United States shall be displayed in each classroom and in each principal room of the school building at all times while school is in session. It shall be the duty of the school board to provide for the flags, proper flagstuffs, and their proper display. The school district shall provide student instruction in the proper etiquette toward, correct display of, respect for the flag, and in patriotic exercises. The instruction shall be a part of the fifth grade social studies curriculum with the assistance of the State Department of Education.

From and after July 1, 2002, the school board shall require teachers to have all pupils repeat the oath of allegiance to the flag of the United States of America at the beginning of the first hour of class each day school is in session, such oath of allegiance being as follows:

“I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.”

Any student or teacher who objects to reciting the oath of allegiance shall be excused from participating without penalty.

Whenever the flag of the United States is to be flown at half-staff by order or instructions of the President or pursuant to federal law, all schools shall lower the United States flag in accordance with the executive order or instructions or federal law. The school shall announce the reason that the flag is being flown at half-staff to all students in assembly or by teachers in the various classrooms or by prominently displaying written notice throughout the school stating the reason that the flag has been lowered.

In all public schools there shall be given a course of study concerning the flag of the United States and the flag of the State of Mississippi. The course of study shall include the history of each flag, what they represent, and the proper respect thereof. There also shall be taught in the public schools the duties and obligations of citizenship, patriotism, Americanism, and respect for and obedience to law. [Legal Reference: Section §37-13-6, Mississippi code of 1972 Revised Senate Bill 2321]

PROGRAM OF STUDIES - SEVENTH AND EIGHTH GRADE

Required Courses:

Mathematics
English/Language Arts

Electives:

Physical Education
Art

Science	Music
American History (7 th grade)	Band
Tech Prep:	I Ready
Cyber Foundations I (7 th grade)	
Cyber Foundations II (8 th grade)	
Mississippi History (8 th grade)	
World Geography (8 th grade)	

Eighth grade Physical Education, Mississippi Studies, and World Geography are ½ Carnegie Unit Credit Courses.

Cyber Foundations I & II and 8th (Art, Band, Math & Music) are 1 Carnegie Unit Credit Courses.

ACTIVE PARENT

PJHS uses an on-line service called Active Parent as a way to keep parents up-to-date on grades, attendance, and other information surrounding the day-to-day operations and policies of the junior high. Go to <https://picayune.activeparent.net> to create an account.

MARKING SYSTEM AND REPORT CARD GRADES

Student grades will be indicated in numbers and not letters on the report card. Fractions of one-half or more will be rounded to the nearest whole number. The grading system for grades seven and eight of the Picayune School District is as follows:

School Board Approved: May 27, 2008

A - 90-100	D - 65-69
B - 80- 89	F - 64 and below
C - 70-79	

Semester Courses

The quarter averages for a semester course will be determined as follows:

tests	40%
daily/quiz	35%
homework	10%
exam	15%

The final average for a semester course will be determined as follows:

first (third) quarter	50%
second (fourth) quarter	50%

Year-long Courses

The quarter average for a yearlong course will be determined as follows:

tests	40%
daily/quiz	35%
homework	10%
exam	15%

The semester average for a yearlong course will be determined as follows:

first (third) quarter	50%
second (fourth) quarter	50%

The final average for a yearlong course will be determined as follows:

first semester	50%
second semester	50%

PROMOTION/RETENTION POLICY

It shall be the policy of Picayune School District that in order for any student attending Picayune Junior High School in grades 7-8 to pass to the next grade, he/she should successfully complete all required course work in the four major core areas of instruction to include English, Mathematics, Science, and Social Studies.

If a student does not meet passing requirements in one or more of his/her core subjects during the regular school year program, he/she will have an opportunity to attend academic recovery in an extended school year (summer) program. While attending academic recovery, the student must complete all required assignments and show proficiency in satisfactorily correcting academic deficits in meeting core subject objectives. When the student meets the designated criteria of summer academic recovery, the failing grade will be replaced with a 65.

In the event that a parent chooses not to send his/her child to academic recovery, the student may be retained in the same grade. Any student who turns sixteen (16) years of age, while attending Picayune Junior High School, will be administratively placed at another facility in order to complete remediation and/or participate in transitional course work in order to meet core academic objectives.

School Board Approved on March 8, 2005

SPORTS ELIGIBILITY

To be eligible **only** for junior high activities, a student must have passed any four courses (that meet the equivalent of 250 minutes per week and meet MDE requirements) with a 2.0 (70) average for the preceding semester (computed numerically or by GPA). The year-end average for the spring semester will be used to compute averages for the fall semester. Student must be on track to be promoted to be eligible.

To be eligible for high school activities, the junior high school student must have passed the four core courses (English, math, science, and social studies) with a 2.0 (70) average for the preceding semester (computed numerically or by GPA). The year-end average for the spring semester will be used to compute averages for the fall semester. Students must be on track to be promoted to be eligible.

Summer school or extended school year grades will replace the grade for a failed course in the spring semester GPA.

DISCIPLINE

The Picayune School District believes that it is our responsibility to establish conditions that provide an opportunity for students of this school district to receive the best education possible. The basic objectives of the discipline policies of Picayune Junior High School are:

1. To ensure the safety and well-being of each student.
2. To establish conditions under which a student will not be permitted to prevent any teacher from teaching or any student from learning.
3. To establish and maintain study conditions that are conducive to learning.
4. To develop, on the part of each student, the habits and skills that will make him/her self-directive.
5. To help each student realize that he/she is responsible for his/her behavior.

The provisions of the policies as described in this handbook shall apply to all students during the period of time that they are under, and subject to, the jurisdiction of the Board of Education of the Picayune School District as defined by the laws of the State of Mississippi; and/or while participating in, or going to or from school or any school activity sponsored by this school district; and/or while under the supervision and direction of any teacher, principal, or other authority of this school district; and/or for such conduct by a student, in the determination of the superintendent or principal, renders that student's presence in the classroom a disruption to the educational environment or a detriment to the best interest and welfare of the students and teachers as a whole. Parent notification, conferences, reprimands, detentions, in-school suspension, out-of-school suspension, or recommendation for expulsion may follow a student's failure to conform to accepted standards of behavior at Picayune Junior High School.

Acts of misconduct include inappropriate behaviors in the classroom, on school grounds, or any other time and place where the school has jurisdiction. The responsibility for a student's conduct rests with the parents/legal guardians and their child. The teacher is the authority over the student in the

classroom. The principal has the authority to administer any disciplinary action approved by the Picayune School Board necessary to ensure the safety and well-being of all students.

DISCIPLINE PROGRAM/CODE OF CONDUCT

CLASSROOM DISCIPLINE

The classroom teacher will have his/her classroom rules clearly visible. The classroom teacher will do his/her best to handle discipline issues and administer discipline consequences from within the classroom. A classroom teacher may refer a student to the office for an administrative discipline at his/her discretion. Any severe disruption (as defined in the student handbook) will result in the student being referred immediately to the office.

Students will not be abused or mistreated by teachers. At the same time, we do not expect teachers to be mistreated by students. When a student feels that he/she has been mistreated by a faculty member, he/she should comply with the teacher's instruction and then arrange to see an administrator about the matter. Action will be taken to resolve the problem.

Sometimes, it is necessary for a substitute teacher to take over a classroom. It is the goal of the substitute, the regular teacher, and the administration that proper learning activities continue. However, because substitutes are sometimes not as familiar with the students or the school routine as the regular teachers, discipline problems do occur. In order to alleviate those problems and create the proper learning atmosphere, the following classroom assertive discipline plan will be in effect whenever there is a substitute.

Substitute consequences:

- Step 1:*** Verbal warning
- Step 2:*** Name written on board
- Step 3:*** Student will be written up and sent to the office.

Courtesy to substitute teachers is one of the most vital ways to build good school-community relations. The school is obligated to take action against students who persist in being uncooperative and disturbing to the substitute teacher's classroom. Students who commit a severe disruption will be sent to the office, and placed on the appropriate step of the administrative discipline ladder. A list of severe disruptions and their consequences follows under "Administrative Discipline." Once sent to the office, the student will have the checks erased for that class.

A student may be on different levels of the classroom ladder and the office ladder. A student may enter the administrative ladder at any step, depending upon the nature and severity of the offense. This is at the administrator's discretion.

ADMINISTRATIVE DISCIPLINE
BEHAVIORS THAT WILL BE REFERRED TO THE OFFICE

- *Alcohol: the use, sale, transfer, or possession of **(Steps 6-7)**
- *Assault on another student, teacher, or other school personnel **(Steps 4-7)**
- *Bus Violation **Offenses will be referred to the student's home school for disciplinary action****(Steps 4-7)**
- *Controlled or dangerous substance possession: use, sale, transfer, or under the influence of, while under the jurisdiction of the school, on or in the vicinity of school property, on school trips or transportation, at or near a bus stop **(Steps 6-7)**
- *Counterfeit or look-a-like substances: possession, use, sale or transfer of while under the jurisdiction of the school, on or near campus, school transportation, at or near a bus stop **(Steps 6-7)**
- *Defacing or destruction of school property **Restitution required** **(Steps 1-7)**
- *Disobedience to any school personnel **(Steps 2-7)**
- *Dress code violations **(Steps 1-7)**
- *Excessive tardiness to school **(Steps 1-7)**
- *Fireworks: possession, distribution, use, sale, or transfer of any kind on campus, school property, or school transportation **(Steps 2-7)**
- *Forgery: deception, or otherwise misrepresenting the truth **(Steps 1-7)**
- *Gambling or possession of gambling devices **(Steps 3-7)**
- *Harassing, intimidation, or threatening students, teachers, or other school personnel **(Steps 3-7)**
- *Immoral, indecent, or vicious practices to include sexual harassment **(Steps 3-7)**
- *Improper behavior in cafeteria, on a school bus, on campus, at assemblies, or other school activities **(Steps 1-7)**
- *Inappropriate display of affection **(Steps 1-7)**
- *Instigating, recording, or participating, in fights while under school supervision, on or near school property, or areas over which the school has authority **(Steps 2-7)**
- *Intentional disrespect toward school personnel **(Steps 2-7)**
- *Leaving campus without permission or failure to report to class/assigned area **(Steps 4-7)**
- *Obscene literature: possession, distribution, or sharing **(Steps 2-7)**
- *Profanity, vulgarity, and/or obscene gestures **(Steps 2-7)**
- *Refusal to identify oneself properly when requested to do so by school personnel **(Steps 4-7)**
- *Selling of any products not authorized by the principal **(Steps 2-7)**
- *Smoking at, or in the immediate vicinity of, the school **(Steps 3-7)**
- *Stealing, appropriating, or converting to own use, property of PJHS or of another student **Restitution required** **(Steps 2-7)**
- *Tobacco, electronic cigarettes, or any tobacco-like products: possession, use, or transfer of, in any form (First offense may constitute arrest) **(Steps 3-7)**
- *Use, or possession of, any prescription or nonprescription medicine other than that checked into the office and authorized by parent or doctor **(Steps 2-7)**
- *Using racial slurs towards another student, teacher, or other school personnel **(Steps 4-7)**
- *Use or possession of, clothing/articles or jewelry displaying the following: sexual references, profanity, obscenity, confederate items, Malcolm X items, tobacco, alcohol, drug related materials, gangs or cults. **(Steps 4-7)**
- *Weapons including pocket knives, look-alike weapons (toy guns or knives), or other dangerous objects: possession, transfer, use, or attempted use of **(Steps 4-7)**
- *Other misbehavior as designated by administration **(Steps 1-7)**
- *Student I.D. Cards must be in the student's possession at all times, must be produced when asked for, and must not be defaced. **(Steps 1-3)**
- *Hazing or initiations – **(Steps 1-7)**

Mississippi State Bill 3349 states the principal is required when he/she has reasonable belief that any unlawful activity has occurred on educational property or during a school-related activity to immediately report the act to the appropriate law enforcement agency.

****Threats of violence against a student, teacher, or other school personnel will be considered a very serious offense. The school will take immediate disciplinary action toward any individual who threatens students, teachers, or other school personnel with bodily harm. When deemed appropriate, such persons will be referred to the local law enforcement agency.****

****In addition to disciplinary action, the parents or legal guardians will be contacted. In serious cases involving threats, the parents or legal guardians will be responsible for seeking outside professional counseling for their child before the child will be allowed to return to regularly scheduled classes. Documentation must be presented to the principal from a professional counselor and/or psychologist/psychiatrist that the student has participated, or is participating, in appropriate counseling and mental health services.****

ASSAULT

§97-3-7

Simple Assault §97-3-7(1)

1. Attempting to cause or purposely, knowingly, or recklessly causing bodily injury to another;
2. Negligently causing bodily injury to another with a deadly weapon or other means likely to produce death or serious bodily harm; or
3. Attempting to physically menace another with fear or imminent serious bodily harm.

Punishment: Fine of not more than \$500, or imprisonment in county jail for no more than six (6) months, or both. If the simple assault is on (a) a statewide elected official, law enforcement officer, fireman, emergency medical personnel, superintendent, principal, teacher or other instructional personnel, school attendance officer, or school bus driver while acting within the scope of his/her duty, office, or employment; or (b) a legislator while the legislature is in regular or extraordinary session, the punishment is a fine of not more than \$1000, or imprisonment in the penitentiary for not more than five (5) years, or both.

Aggravated Assault §97-3-7(2)

1. Attempting to cause serious bodily injury to another, or causing such injury purposely, knowingly, or recklessly under circumstances manifesting extreme indifference to the value of human life; or
2. Attempting to cause or purposely or knowingly causing bodily injury to another with a deadly weapon or other means likely to cause death or serious bodily harm.

Punishment: Imprisonment in county jail for not more than one (1) year or in the penitentiary for not more than twenty (20) years. If the aggravated assault is on (a) a statewide elected official, law enforcement officer, fireperson, emergency medical personnel, superintendent, principal, teacher or other instructional personnel, school attendance officer, or school bus driver while acting within the scope of his/her duty, office, or employment; or (b) a legislator while the legislature is in regular or extraordinary session, the punishment is a fine or not more than \$5000, or imprisonment in the penitentiary for not more than thirty (3) years, or both. [*This statute replaces the old assault and battery statute found in §97-3-7 to §97-3-11*].

SEXUAL HARASSMENT

It is the policy of the Board of Trustees that sexual harassment of and by students, employees, or visitors is prohibited, and that all incidents of the same shall be investigated. All reports should be filed with the principal or directly with the District Title IX Coordinator. The local District Title IX contact person is Mr. Walt Esslinger, 706 Goodyear Blvd., Picayune, Mississippi 39466, (601) 798-3230.

CHEATING

Cheating is a serious disciplinary offense. The unauthorized giving or receiving of information in any area of school work will not be tolerated. The act of giving or receiving unauthorized information, communication of any type including plagiarism and copying will result in a zero being assigned for the work and parents notified. Teachers have the option of giving the student a zero without the opportunity to make-up the work **OR** they may refer the student to the office for disciplinary action with the opportunity to make-up the work.

HAZING AND INITIATIONS

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

CYBER-BULLYING

Cyber-bullying is a way to harass, threaten, or intimidate another individual by using the internet, cell phone, or other wireless devices. Bullying can be both physical and verbal. It may include the use of instant messaging, email, or chat rooms. Any student who violates our bullying policy could be suspended or expelled.

CONFLICT RESOLUTION

The District desires to assist its students in conflict resolution and will offer conflict resolution opportunities, either on a voluntary basis, or if determined by the administration to be necessary or helpful, on a required basis, to its students.

ADMINISTRATIVE DISCIPLINE LADDER

Step I:

1. Contact parent or legal guardian/administrative counseling.
2. One - two days after-school detention, or two licks (corporal punishment).
3. Counselor follow-up may be required.
4. A 20 day probation period will be assessed on Steps I - IV.

Step II:

1. Contact parent or legal guardian/administrative counseling.
2. Three - five days after-school detention, or three licks (corporal punishment), or one - three day(s) in-school detention.
3. Counselor follow-up may be required.
4. A 20 day probation period will be assessed on Steps I - IV.

Step III:

1. Contact parent or legal guardian/administrative counseling.
2. One - three day(s) in-school detention, or one - two day(s) out-of-school suspension, or combination.
3. Loss of privileges for length of out-of-school suspension.
4. Assigned work and suspension time must be completed before returning to regular classes.
5. A 20 day probation period will be assessed on Steps I - IV.

Step IV:

1. Contact parent or legal guardian to pick up student from school.
2. Three - five days in-school detention or out-of-school suspension.
(Parent/legal guardian conference required for re-entry)
3. Loss of privileges for length of out-of-school suspension.
4. A 20 day probation period will be assessed for Steps I-IV.

Step V:

1. Contact parent or legal guardian to pick up student from school.
2. Five - seven days in-school detention or out-of-school suspension.
3. Loss of privileges for 45 school days.

Step VI:

1. Contact parent or legal guardian to pick up student from school.
2. Five to nine days out-of-school suspension.
3. Expulsion may be recommended.
4. Loss of privileges for 45 school days.

Step VII:

A recommendation for expulsion pending a hearing before the discipline committee

*Notice of disciplinary hearing will be given orally and/or in written form. The purpose of the hearing will be to consider a charge or charges against the student. If the student is found to be guilty of the charge or charges, the student may be subject to suspension or expulsion from school for more than nine (9) days. Additionally, other conditions may be required for readmission to school. The student has certain rights with regard to the hearing. Among those rights are (1) The right to be represented by counsel; (2) The right to question witnesses at the hearing; (3) The right to present witnesses on the student's behalf (A release from the parent/guardian is required before any student may testify); (4) The right to refrain from testifying, since any testimony given by the student may be used against him/her; (5) The right of the student to testify on his/her own behalf; (6) The right to appeal the decision of the Disciplinary Committee.

Incentives are provided for the student to improve his/her behavior through provisions for a probationary period with each step that allows a student to be removed from the discipline ladder by good conduct. However, if a student is sent to the office again for violations of the teacher's discipline ladder, before the probationary period is over, he/she will be placed on the next step, or in some circumstances, at a higher step. Failure to complete the designated probationary period will result in the student being moved to the next step on the discipline ladder. *Special Education students will receive additional after-school detention in lieu of out-of-school suspension where the health and safety of himself/herself or other students is not involved.* Probation may be defined as a period of time assigned to a step on the discipline ladder.

ARTICLES PROHIBITED IN SCHOOL

Problems arise each year because students bring articles which are hazards to the safety and health of others or which interfere in some way with school procedure.

Permanent markers, body sprays, Energy drinks, Bean Shooters, Fidget Spinners, Knife, Laser Light, Toy Gun, Water Pistol, and/or Yo-yo.
No glass bottles on campus.

These are only a few examples of items (others may be deemed inappropriate) that are considered unsuitable or disruptive to the learning process and are prohibited on campus.

Electronic devices (CELL PHONES, SMART WATCHES, CD players, radios, MP3 players, cassette players, cameras, recorders, handheld video games, etc.) must be in a book bag and are not allowed to be used on the school campus from 7:15 A.M. until 3:50 P. M. in the afternoon and must be powered off. Refusal to give electronic device to administration will result in a minimum 3 days ISD.

When electronic devices are used illegally, the items will be confiscated and given to the office with a discipline referral for violation of classroom rules.

If a student is caught at school with these items, the item will be sent to the office. The confiscated item will be held in the office and returned to the parent or guardian after 3:15 p.m. Beginning on a student's second offense of the electronic device policy, the device will be returned to a parent after a minimum of ten calendar days from the date of confiscation.

Six weeks after the end of the school year, all unclaimed item(s) will be deemed abandoned. The district will then determine the appropriate disposition of any abandoned item(s). The district shall not guarantee the safekeeping or segregation of any confiscated item(s) and shall bear no responsibility for the damage or destruction of confiscated item(s) including those items that have been stolen or misplaced.

Due to the enormous time spent on stolen electronic devices, the school will NOT investigate stolen electronic devices. Electronic device security is the responsibility of the owner of the electronic device.

HABITUALLY DISRUPTIVE STUDENTS

1. The term "disruptive behavior" means conduct of a student that is so unruly, disruptive or abusive that it seriously interferes with teacher's or 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 law 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 toward teachers or other school employees; defiance, ridicule or verbal attack of a teacher; and willful, deliberate and overt acts of disobedience of the direction of a teacher/administrator.
2. 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 and implementation of a behavior modification plan for the student in accordance with the code of student conduct and discipline plans of the school district. A behavior modification plan will be developed within two weeks of the second incident by a committee which includes the reporting teacher, the student's parent/custodian/guardian and the administration.
3. 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/legal guardian and which student does not comply with the plan shall be deemed habitually disruptive and subject to expulsion on the occurrence of the third act of disruptive behavior during a school year. After the

second act of disruptive behavior by a student who is younger than thirteen (13) years of age, a psychological evaluation shall be performed upon the child. A principal or central office administrator may request that a psychological evaluation be performed upon a child who is thirteen (13) years of age or older prior to expulsion.

4. The following procedures will be used in the development of a behavior modification plan:
 - a. The student's disciplinary history will indicate a minimum of ten (10) office referrals within one (1) school year which reflect disruptive behavior(s) specified in paragraph one.
 - b. A copy of the student's disciplinary history along with the student's cumulative folder will be forwarded to the Superintendent's Office for review by a Central Office Administrator.
 - c. The student's parent/legal guardian will be notified in writing of the intent to develop a behavior modification plan. This written notification shall notify the parent/legal guardian of the date, time, and location of the meeting to develop the behavior modification plan.
 - d. A psychological evaluation of the student will be conducted by school personnel.
 - e. A committee will develop the behavior modification plan. The behavior modification plan committee will consist, at a minimum, of the following individuals: a school level administrator, the student's teacher or teachers, the student's parent/legal guardian, the student, and other school personnel, when appropriate.
 - f. The behavior modification plan will specify expected student behavior(s), a timeline for implementation of the behavior modification plan, and consequences for failure to comply with the behavior modification plan including possible recommendation for expulsion after the third act of disruptive behavior.
 - g. The behavior modification plan will be signed and dated by all committee members.
 - h. A copy of the completed behavior modification plan will be given to all committee members and all building level administrators.
 - i. A completed copy of the behavior modification plan will be on file in the Office of the Superintendent.
 - j. Due process will be included in all student disciplinary actions.

DISCIPLINARY CONFERENCES

A parent/legal guardian of a compulsory-school-age child enrolled in the Picayune School District may be requested to appear at school by the school attendance officer or an appropriate school official for a disciplinary conference regarding acts of the student.

A parent/legal guardian of a compulsory-school-age child enrolled in the Picayune School District who refuses or willfully fails to attend a disciplinary conference may be summoned by the Superintendent or the school attendance officer, and may be required to attend a discipline conference.

A parent/legal guardian of a compulsory-school-age child enrolled in the Picayune School District who refuses or willfully fails to attend a discipline conference shall be guilty of a misdemeanor and, upon conviction, shall be fined not to exceed two hundred fifty dollars (\$250.00) [Legal Reference: §37-11-53, Mississippi Code of 1972, As amended Senate Bill §2239, 2001 Regular Session]

DAMAGES TO SCHOOL PROPERTY

A parent/legal guardian of a compulsory-school-age child enrolled in the Picayune School District shall be responsible financially for his/her minor child's destructive acts against school property or persons. A parent/legal guardian of a compulsory-school-age child enrolled in the Picayune School District shall be responsible for any criminal fines brought against such students for unlawful activity occurring on school grounds or buses.

The Picayune School District shall be entitled to recover damages in an amount not to exceed twenty thousand dollars (\$20,000.00), plus necessary court costs, from parents of any minor under the age of eighteen (18) years and over the age of six (6) years, who maliciously and willfully damages or destroys property belonging to the Picayune School District. However, this shall not apply to parents whose parental control of such child has been removed by court order or decree, [Legal Reference: 37-11-53, Mississippi code of 1972, As Amended; Senate Bill 2239, 2001 Regular Session].

AFTER-SCHOOL DETENTION

Students will be given a minimum of one day's notice prior to detention. Detention will be held Monday - Thursday from 3:20 p.m. – 3:50 p.m. No student will be allowed to enter after-school detention after 3:20 p.m. The detention teacher will assign work to be completed. A student cannot sleep, visit, or color, etc. A student misbehaving in after-school detention will face additional disciplinary action. A student missing detention without a valid, pre-arranged reason will face additional disciplinary action. **Any student who fails to attend detention on the assigned day will be assigned in-school detention (ISD) the next day he/she is present at school.**

IN-SCHOOL DETENTION

A student may receive in-school detention, that is, suspension from classes but not school. Students who have *in-school detention* will be confined to a room where he/she is closely monitored. These

students will not be allowed to socialize with other students during that time. Students will be sent assignments from their regular classes to be completed while in confinement. Students will be counted as present and given credit for work completed. A student misbehaving in in-school detention will face additional disciplinary action.

OUT-OF-SCHOOL SUSPENSION

A student assigned *out-of-school suspension* will be counted as absent. A student suspended from school will be considered a trespasser if found on the school grounds during the period of suspension without prior approval from the administration. *Loss of privileges means that during the time of out-of-school suspension, the student cannot participate in any school-related activities* (ball games, assemblies, dances, field trips, etc.). Students on Step 5 or higher of the office discipline ladder will continue the loss of privileges through the remainder of their period of probation.

CAMPUS SECURITY

To ensure the safety and security of all students, school employees, and visitors; audio/video taping, unannounced searches utilizing drug dogs, automobile searches, towing, and the use of metal detectors may occur. **Only school personnel or law enforcement will be allowed to view security video.**

PJHS UNIFORM POLICY

Dress and grooming codes are based upon certain sound foundations; they are not just arbitrarily selected and dictatorially enforced for no cause. Laws surrounding indecent exposure, conditions necessitating safety and personal well-being, health and sanitation are some of the basic fundamentals.

All due process procedures provided in Section 37-7-335 of the Mississippi Code, will be followed in the administration of this policy.

UNIFORMS

Students attending Picayune Schools will be required to wear uniforms to class.

PANTS, SHORTS, DRESSES	ALLOWED	COMMENTS
COLORS	Khaki (Tan), Navy, Gray, and Black (Solid colors only)	*All pants, shorts, must be hemmed. *A belt must be worn with belt loops. *Skirts and shorts must extend beyond fingertip length. *No hip huggers, jumpers, jeggings, leggings, or gauchos. *No sagging pants *No cut belt loops. *No holes
UNIFORM FABRIC	100% cotton/chino or cotton blend	*No denim or jean material. *No Corduroy. *No gym shorts, sweatpants or wind pants. *No scrubs unless prior approval through principal's office
SHIRTS	ALLOWED	COMMENTS
STYLES	Polo style pullover shirt with 2 or 3 buttons with a collar.	*No tight fitting or over-sized shirts. *Undershirts, if worn, may be any color *Shirts may be untucked
COLORS	Maroon, White, or Gray	*Solid color shirts only.
UNIFORM FABRIC	100% cotton or cotton/polyester blend	

Any shirt that represents the Picayune School District, an established college or university, or the United States Armed Forces may be worn daily, and the shirt may be worn un-tucked.

	ALLOWED	COMMENTS
Hair Ribbons/Bows	Any color.	*No scarfs or bandannas.
Socks	Any color.	*No inappropriate pictures, words, or logos.
SHOES	Any color	*No high heels, spike heels, flip-flops, sandals, jellies, shower shoes, shoe skates, or slippers. *No open toe or open heel shoes. *Boots are considered shoes and must not be higher than knee.
BELTS	Any color	*Belts must fit in size. *Belts must be worn with belt loops. *Plain buckle.
OUTER WEAR		
PULL OVERS: Sweaters, Sweatshirts, Hoodies, Jackets	Any Color	*Uniform shirt must be worn under the sweater, sweatshirt, hoodie, or jacket. *Must be waist or hip length. *No off- the- shoulder styles. *No inappropriate pictures, words, or logos. *No hoods worn inside the buildings *No inappropriate pictures, words, or logos

Any outerwear that represents the Picayune School District, an established college or university, or the United States Armed Forces may be worn daily

MASK

Facial Mask	When required will be a part of the student uniform policy. Students will be responsible for providing their own masks. If not required but a student opts to wear a mask, it must be worn properly and meet school appropriate guidelines.	*Masks cannot display images or wording that is inappropriate, immodest, suggestive, obscene, profane, alluding to any illegal activity (i.e. gang affiliation, alcohol, or controlled substance), or offensive because of references to race, gender, ethnicity, or other groups.
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DRESS CODE REGULATIONS

1. In addition to the above clothing requirements, there are certain minimum standards of hygiene, sanitation and personal appearance which students are expected to follow. Any student violating any regulations will be subject to appropriate disciplinary action.
2. All students will wear the designated uniform clothing as outlined in the uniform policy. Uniform clothing may be purchased at any store as long as the clothing meets the guidelines as set forth by the Picayune School District.
3. Sagging pants below waist, oversized pants to the point that the pants are doubled up, or tight fitting clothing is prohibited on campus. Washcloths or handkerchiefs must be tucked inside of a pocket and cannot be hanging out.
4. Pants must not touch or drag on the ground. Pants must have a hem.
5. Caps, skullcaps, do-rags, bandannas, hats, sunglasses, scarves, visors are prohibited on campus unless for medical reasons that have been cleared through principal's office. Minor uniform punishment will be assigned.
6. Chains, necklaces, billfolds or wallets hanging from a chain, jewelry, medallions or large necklaces cannot be outside of the outer garment. They must be tucked in shirt or pants. Minor uniform punishment will be assigned.
7. Clothing or jewelry displaying the following are prohibited: sexual references, profanity, obscenity, confederate items, Malcolm X and Bob Marley items, tobacco, alcohol, drug related materials, gangs or cults. Minor uniform punishment assigned or student suspended from school.
8. Combs, picks, rollers, curlers, or other grooming instruments in the hair are prohibited on campus.
9. The wearing of body piercing accessories will be limited to two in each ear only. Earrings may be no larger than a quarter. Piercings are only allowed on the ear(s).
10. Tattoos are not allowed to be visible.
11. Contact lenses must be a natural color.
12. Any violation of the dress code guidelines will result in being placed on the school discipline ladder. No warnings.

***MEASURES WHICH WILL BE EMPLOYED FOR STUDENTS NOT IN
COMPLIANCE WITH THE DRESS CODE POLICY***

MAJOR DRESS CODE REFERRAL – STUDENT WILL BE SENT HOME OR ASSIGNED ISD. (Major dress code violations will be improper uniform pants, improper shirt, or repeated minor dress code referrals.)

MINOR DRESS CODE REFERRAL – STUDENT WILL BE PLACED ON ESCALATING DISCIPLINE LADDER. (1st offense – warning, 2nd offense – After-School Detention, 3rd offense – In-School Detention) (Minor dress code violations will be anything not covered in the major dress code violation.)

The Picayune School Board has adopted these standards expecting the support by parents and students in the spirit for which the standards are intended. Students are expected to dress and groom within the limits set by the standards. Students are expected to obey the rules and directions of their teachers and principals in charge of their educational programs. Parents are requested to encourage their students in participating in the spirit intended by the standards for personal appearance and the discipline program. **Teachers, principals, and administrators will positively enforce the personal appearance code.**

The standards for dress, grooming, and discipline with appropriate methods of enforcement and appeal have been established to provide an environment and conditions whereby the school district's educational program can be so planned, adapted, and conducted as to provide each child the training and opportunity to take his place in a democratic society. The personal appearance code has been developed to establish a standard decency for covering the body, improving the educational environment of the school and enhancing school safety and should be interpreted in the spirit for which it is intended.

FINANCIAL HARDSHIP

Parents who find it difficult to comply with the requirements of the Picayune School District's Dress Code Policy due to financial hardship may request assistance from the principal and/or counselor at their child's school. The principal may be able to offer suggestions to the parent regarding assistance from various community and civic groups or agencies.

CAMPUS REGULATIONS

Students are expected to wait for the morning bell in assigned areas: eighth grade students will report to the courtyard between the buildings, and seventh grade students will report to the area between the main

building and the gymnasium. Students are not to enter the buildings in the morning before the first bell except to acquire an admission slip for absences or suspensions. Students meeting with a teacher before school must have written permission from that teacher to enter the building. During bad weather days, students will be allowed to enter the buildings under the supervision of the teachers on duty.

Students are expected to remain in class at all times. When necessary for a student to be out of his/her class during class time, he/she must have a written note signed by his/her teacher. Students who are found wandering or loitering in the halls will be subject to disciplinary actions.

Running, horse-playing, littering, throwing objects, excessive noise, and other situations considered disruptive to the educational process are prohibited. Each of these situations may result in disciplinary action. Students should move quickly and keep to the right while walking to and from class. In order to avoid congestion in our corridors, it is important that no student loiters in the corridors between classes.

Cafeteria and Lunch Period:

The Picayune School District operates a closed campus lunch period. This means that a student will either purchase his/her lunch in the cafeteria or bring his/her lunch from home, and eat it in the cafeteria. Only students with statements from their family physician, stating that a special diet is required, will be allowed to go home for lunch.

The cafeteria is under the supervision of a trained dietitian. Meals are set by the school board and prices will be kept to a minimum. At this time, all K-12 students of the Picayune School District are eligible to eat breakfast and lunch at no charge under the Community Eligibility Provision (CEP) Program.

Breakfast:

Breakfast will be offered on a daily basis from 7:15 A.M. until 7:45 A.M. No one will be allowed to eat afterwards unless approved by the principal.

Competition and Extra Food Sales:

To ensure that children are not in the position of having to decide between non-nutritious meals and nutritious foods immediately before or during any meal service period:

- A. The School Food Service staff shall serve only those foods which are components of the approved federal meal patterns being served (or milk products) and such additional foods as necessary to meet the caloric requirements of the age group being served.
- B. With the exception of milk products, a student may purchase individual components of the meal only if the full meal also is being purchased.
- C. Students who bring a lunch from home may purchase a milk product only.
- D. Extra food sales are excluded from the CEP Program and must be paid for on a daily basis.

Regulations:

A student must properly identify himself/herself by name and have his/her I.D. card or MSIS food service number when going through the line. A student will be allowed three (3) days per semester to forget his/her I.D. card or MSIS food service number. On the fourth day of not having his/her I.D. card, he/she will be placed on the office discipline ladder.

Students will be allowed to choose three of the four components offered: fruit juice, vegetable juice, fruit, or vegetable; milk; and two servings of bread/bread substitute or meat/meat alternate. All extra sales items must be paid for at time of purchase. Students will not be allowed to charge meals. All meals must be prepaid or paid for on a daily basis.

Students who bring a lunch must have it in an unidentifiable container (not in the original packaging). Beverages must be in a thermos or jug (not in original container). Canned and bottled drinks are not allowed in the cafeteria. Students are not permitted to have lunches from restaurants or fast food outlets delivered to them by anyone.

Students are to enter the cafeteria quietly. When a student goes through the line, he/she is to get everything he/she needs at one time. The student is to find a vacant seat at his/her designated table quickly and quietly, and then he/she is to eat and wait for the teacher to dismiss the class. A student will not leave milk cartons, napkins, spilled food, or trash on the table or floor. He/she should put those items on his/her tray when he/she leaves. A student should check his/her tray for valuables before leaving the cafeteria. Students will not be allowed to share food in the cafeteria.

Cafeteria workers deserve the same respect as any other faculty member. Any disrespect toward them will be handled as a discipline problem.

Campus Selling or Fund-raisers:

No selling or solicitation on campus or school grounds is permitted unless prior approval has been granted by the principal. All fund raising projects must also be approved in advance by the principal.

Student Publications:

Students have the opportunity to work on various student publications in the District. Student must respect the authority of the faculty advisor for the publication and abide by the laws addressing student publications.

Fire Drill Procedures:

All public schools in Mississippi are required to have one fire drill each month. The students will move in an orderly manner from the classroom and building, and they will remain in line. They will not talk, run, or push. The teacher will close the windows and turn off the lights. When the room is clear, he/she will close the door and proceed out of the building with his/her class.

Fire Drill Signal: Fire Alarm Will Sound

A single bell will signal the return to the building. Orderliness and efficiency in fire drills may save lives. In clearing the buildings, students will proceed by rooms, using the exits listed below:

<i>ROOM NUMBER</i>	<i>EXIT TO USE</i>
Principal's Office	front door main entrance
Counselor's Office	front door main entrance
101	back door east wing
102, 103,104 and 105	front side door east wing
Records Clerk, 106, 107, and 108	front door main entrance
Teacher's Lounge, 109, 110, 111, 112, 113, 114,115,116,117	front west door by room 109
118 and 119	east door of back of auditorium
120, 121, 122, 123, 124	west door back hall
125, 126,128	back west door
130, 131, 132,	back east door
127,129,133	front east door
134, 135, 136, 137, 138, 139, 140 Band Hall	back campus (High School Parking Lot)
Gym, 141, 142, 143, 144, 145 Library	door to classroom to front campus (Goodyear Blvd)

Cafeteria

exit doors to 5th Ave. (Practice Field)

Tornado Drill (Bad Weather) Procedures:

Special attention must be given to the following instructions. Not only is there a large concentration of people in a small area, but these buildings are well known for large amounts of glass used on the outside walls. There is no guaranteed safe place during a tornado. Do not watch the tornado.

When the siren goes off, do not run outside to see what is happening. The siren means that you are in immediate danger. Seek shelter immediately. Your life and the lives of those around you may depend upon your actions.

Tornado Watch: tornadoes and severe thunderstorms are possible.

Tornado Warning: tornado detected; take shelter.

Tornado Drill Signal: Tornado Alarm Will Sound

1. Get into the innermost portions of the building with the shortest span.
2. Avoid windows and glass doorways.
3. Get into the inside hallways and close the doors to the outside rooms. This will keep flying glass and debris to a minimum. Everyone should be against the hallways, facing the wall.
4. Protect your head and make yourself as small a target as possible by sitting down, putting your head between your legs, and placing your hands over your head.
5. Keep away from the ends of the hallways.

Intruder Drill Procedures

1. Intruder alarm will sound.
2. Teachers will lock classrooms and, if possible, cover all window openings from view.
3. Students will move to a corner of the room that is least visible from the outside.
4. Students and teacher should remain quiet inside the classroom.
5. Teachers should not allow anyone to enter the classroom once drill is started.

Flags:

The United States of America flag and the State of Mississippi flag will be flown on the flagpole at each school. No other flag will be displayed or flown on campus without prior approval of the principal.

Library and Media Services:

The media center, which contains computers, books, and magazines, can be a helpful study-resource center. The following guidelines govern its use:

1. The media center is to be used for research, reading, and homework assignments only.
2. All books must be checked out and returned to the circulation desk.

3. Books circulate for a period of two weeks. The date is stamped on each individual item to be checked out. Refer to this date and return your books on time.
4. If material is needed beyond the due date, bring it to the media center and renew it. Students who have outstanding materials checked out may not sign out new materials.
5. A fine of 10 cents a day will be charged on overdue books.

6. Students coming to the media center for reading, research, or study must present a pass provided by their teacher for that class period. No passes will be given to leave the library except to return to class.
7. The library computer lab is open from 7:15 A.M. to 3:15 P.M. Students may use the lab to do homework. Students must have a pass from their teacher.
8. Students are held financially responsible for any material checked out in their names.
9. No food, drink, or gum will be allowed in the library at any time.
10. No backpacks or book bags will be allowed in the library.

Office Use by Students:

If a student needs to go to any office for any reason, he/she must obtain a pass from his/her teacher.

Trespassing:

Students who are found on the school grounds at unauthorized times will be subject to the school discipline policy and will face the possibility of being arrested. In all incidents of trespassing resulting in vandalism, restitution for damages will be the responsibility of the student(s) and their parents/legal guardians.

Visitors:

All visitors to campus must report the principal's office for clearance. Visitors will be issued a pass appropriately marked with name, date, and destination. Those not coming to the office will be considered trespassers. This is for the safety and protection of all students. Students are not allowed to bring visitors to school due to safety and legal considerations.

SCHOOL BUS REGULATIONS

Students riding school buses will conduct themselves in a manner that shows their appreciation for the provided convenience. Above all, courtesy to the bus driver and other students is essential. Any discipline problems will be reported to the student's home school administration. The privilege of riding a school bus carries with it some responsibilities on the part of the student. Drivers are expected to keep

order and discipline on the bus, but their major responsibility has to be safety in driving the bus. Therefore, students are expected to cooperate with the following regulations:

1. The bus driver has complete authority on the bus.
2. Any student who threatens or strikes a bus driver may forfeit his/her rights and privileges to ride the bus for the rest of the school year.
3. Any parent who threatens or strikes a bus driver will be prosecuted to the fullest extent of the law.
4. Students shall be ready in the morning, waiting at the scheduled time and place for the bus.
5. Students shall wait until the bus comes to a complete stop before trying to load or unload.
6. If it is necessary for students to cross the road or street to enter or exit the bus, they will do so in front of the bus. They should never go behind the bus.
7. Students shall be quiet in heavy traffic, at railroad crossings, and around loading and unloading zones.
8. The bus driver has the authority to assign specific seats.
9. Students must remain seated at all times unless loading or unloading from the bus.
10. Students will ride facing the front with legs and feet out of aisles.
11. Students are to keep hands, head, and elbows inside the bus and to keep their hands to themselves.
12. Students are not permitted to bring unauthorized articles like pets, combustibles, or large articles aboard the bus. They are not to throw objects of any kind.
13. Students may not throw any article off the bus or throw any article on the bus.
14. Students shall never go after any article dropped around a school bus unless the driver approves.
15. Students shall not destroy property on the bus.
16. Students shall not mar or deface the bus.
17. The driver will not tolerate any misbehavior, such as loud talking, profane language, vulgar gestures, and talking back. Students shall not distract the bus driver in any way.
18. Students shall not use tobacco products or intoxicants on the bus.
19. Students shall not eat or drink on the bus unless authorized by the bus driver.
20. Students shall not fight, push, trip, or threaten any others on the bus.
21. Students shall not carry any deadly weapons.
22. Written permission from a parent/legal guardian, approved by the principal, must be presented to the bus driver before the student will be allowed to get on or off the bus at a place other than his/her home address.
23. Students shall not commit any other acts of conduct deemed improper by the Board of Trustees.

Major offenses:

Major offenses include, but are not limited to, the following: possession of weapons, threatening or striking a driver, being under the influence or having possession of drugs or alcohol, fighting, use of laser pointer, or any other act that may endanger the safety of students/driver.

Consequences of Major Offenses:

1. Possession of a weapon or physically attacking a bus driver will be an automatic Step 5 punishment.
2. The minimum discipline for major offenses will be Step 4.
3. If the student is already on/beyond Step 4, he/she will move up to Step 5, resulting in suspension from the bus for the remainder of the school year.
4. Student will be subject to Home School Discipline.

Unauthorized boarding of a school bus may result in charges being filed against said person and student forfeiting privilege of riding bus.

Discipline Policy:

The Bus Discipline Policy is based on progressive discipline steps. The following procedures are to be used for handling bus discipline problems.

MINOR:

<i>Step 1</i>	Warning sent home
<i>Step 2</i>	2 days suspension from bus travel and mandatory counseling by school administration
<i>Step 3</i>	5 days suspension from bus travel and mandatory counseling by school administration
<i>Minor offenses will not exceed Step #3.</i>	

MAJOR:

(These offenses will be referred to the student's home school for disciplinary action.)

<i>Step 4</i>	10 days suspension from bus travel and warning letter sent to parents
<i>Step 5</i>	Suspension from bus travel for remainder of year, but not less than 20 days, which can be carried over to following school year.

If there are inter-school bus discipline problems, the schools involved will discuss the problem and be aware of the actions taken by each so that the discipline is fair.

Discharge of riders at places other than normal stops and permission for extra bus riders:

1. Students must have the written request from parent or guardian with a phone number for verification.
2. Students must take request to the office prior to morning break time.
3. Office personnel will fill out the permission slip, give it to student, and the student will present the permission slip to driver.

Health Policies

According to Mississippi State Law, any child who plans to attend any public or private school, including kindergarten, shall first have been vaccinated against those diseases specified by the state health officials.

A student whose health record has not been brought up-to-date and is not in the process of being brought up-to-date by the end of the first month will not be permitted to stay in school.

Communicable Diseases

The Picayune Board of Education has the power, authority, and duty to exclude from the schools students with what appears to be infectious or contagious diseases; however, such student may be allowed to return to school upon presenting a certificate from a public health officer, duly licensed physician or nurse practitioner that the student is free from such diseases. (MS Code Section 37-7-301(h) 1995)

Nurse/Medications

If a student becomes ill at school, he/she should advise his/her supervising teacher. If the situation warrants a referral, the teacher will complete the required paperwork and send the student to the school nurse. The nurse will make appropriate contact with the student's parent/legal guardian. No student should leave the building without authorization from a school official. In an emergency, the student will be transported to the nearest treatment center. The parent will be responsible for the cost of the ambulance.

- 1) Medication(s) must be checked in at the school nurse's office at the beginning of the school year. No medication(s) should be sent to the school with a student. Parents must bring medications to school.
- 2) Absolutely no medication(s) will be administered without a current, written doctor's orders.
- 3) The legal guardian or parent must sign a permission slip for his/her child's medication(s) to be administered at school.
- 4) In the event that a child's doctor indicates that he/she should carry a medication on his/her person (asthma inhaler, etc.), the parent must contact the district school health nursing coordinator for written permission. Any student carrying a medication on his/her person without such permission will be subject to disciplinary action by school administration.

GENERAL POLICIES

Equal Educational Opportunity:

Section I: Nondiscrimination

It is the policy of the Board of Trustees to comply with the applicable laws regarding discrimination on the basis of race, color, creed, religion, sex, age, disability, or national origin.

This concept of equal educational opportunity is a guide in making decisions relating to school facilities, employment or personnel, selection of educational materials, equipment, curriculum, and regulations affecting students.

Section II: Title IX of the Education Amendment of 1972

Students in academic institutions are protected from sex discrimination and sexual harassment pursuant to Title IX of the Education Amendment to the 1964 Civil Rights Act, which prohibits sex discrimination and sexual harassment in educational institutions that receive federal assistance.

Complaints of violations of this policy may be made to the appropriate building administrator or the Title IX Coordinator without fear of reprisal. The local Title IX District contact person is Mrs. Diane Wise, 706 Goodyear Blvd., Picayune, Mississippi 39466, (601) 798-3230.

Section III: Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act

The Picayune School District shall not discriminate against students with disabilities in admission to, or access to, or treatment in, its programs and activities to the extent provided by law. Disability is defined as students having any physical or mental impairment that substantially limits one or more major life activities including learning.

The district will identify, evaluate, and provide an appropriate public education to students with disabilities within the meaning of Section 504 of the Rehabilitation Act of 1973/ADA. Inquiries regarding the Picayune School District's nondiscrimination policies, the filing of grievances, and request for copies of grievance procedures covering discrimination on the basis of disability may be made to Dr. Brannon Johnson, Picayune School District Section 504/ADA Coordinator, 622 Goodyear Blvd., Picayune, Mississippi 39466, (601) 798-4555.

The District's policy assures that no one shall, on the grounds of race, color, national origin, sex, or handicap, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in any program or activity of the school. The vocational department encourages students to enroll in nontraditional classes and to train for nontraditional jobs. Copies of the Title

IX policy of the Educational Amendments of 1972 and the Family rights and Privacy Act of 1974 are available in the principal's office in each school building upon request.

Family Educational Rights and Privacy Act of 1974 - Annual Notice:

1. Parent(s) or eligible student may request, in writing to the principal, an appointment to inspect and review contents of the student's educational records. Appointments must be granted within forty-five (45) days of request.
2. Parent(s) or eligible student may request, in writing to the principal, that a school correct records believed to be inaccurate or misleading. If the school refuses to change the records, the parent(s) or eligible student has the right to a note in the records explaining his/her concerns.
3. Parent(s) or eligible student may request a copy of the student's record for a nominal fee only if illness or distance from school prevents them from coming to the school to review records.
4. Educational records may not be released to a third party without the written consent of parent(s) or the eligible student. The following exceptions are legal:
 - A. School employees;
 - B. Other schools to which a student is transferring;
 - C. State or federal officials for audit purposes or for reporting information required by state statute;
 - D. Financial aid officials in connection with a student's application for aid;
 - E. Educational agencies for developing, validating, and administering predictive tests or studies if such information will not permit identification of individual students;
 - F. Appropriate persons who need information to protect health and safety of students; and
 - G. Parents of a student over eighteen (18) who is still a dependent.
5. A record of individuals requesting access to the educational record of each student will be maintained in each school building. The record will contain the signature, the date, and the reason for needing access and will be available for parents' review upon request.
6. Student records are at the following locations:

<i>TYPE OF RECORD</i>	<i>LOCATION</i>	<i>CUSTODIAN</i>
Cumulative School Records	Elementary School Principal's Office	School Principal
	Junior High School Records Clerk's Office	Records Clerk
	High School Records Clerk's Office	Records Clerk
Psychological Records	Office of Exceptional Education	Dir. Of Special Education
School Transportation Records	Superintendent's Office	Dir. Of Transportation

7. Parent(s) or eligible student may request, in writing within thirty (30) days of the first school day for the year that identifiable information regarding the student be deleted from school publications.
8. The school will release directory information concerning students, unless requested in writing not to do so. Requests from colleges, military organizations, prospective employers, and other legitimate groups may be honored.

Immunizations and Vaccinations:

It is unlawful for any child to attend school without first being vaccinated and completing the entire series within ninety (90) days. Every student in kindergarten through grade 12 must present a certificate of immunization compliance from his/her doctor or from the health department. This Certificate of Compliance must be presented in order to attend school, even though all shot records are now up-to-date on school records. In order to secure this Certificate of Compliance, it will be necessary for you to go to the Pearl River County Health Department or the office of your family physician, taking with you all official shot records. Before a child can register, the Certificate of Compliance must be presented. The validation certificate will become a permanent part of the student's records and will be valid through Grade 12. Remember: No student may register or attend school until a Certificate of Compliance has been received. The student will be given ninety (90) days to complete the required immunizations. If they are not completed at the end of the ninety (90) days, the child, by law, must be suspended until compliance is achieved.

The Mississippi State Department of Health requires the Tdap vaccination for ALL students entering 7th grade. All students entering, advancing to 7th grade, or transferring into 7th grade will need proof of an adolescent whooping cough (pertussis) booster, Tdap immunization, before entry into school in the fall. Tdap vaccine given on or after the 7th birthday meets the new school requirement. Information on required vaccinations for school entry and recommended vaccinations for all ages, visit the MSDH website at www.HealthyMS.com or call 1-866-459-4948. (Updated by Mississippi State Department of Health 04/09/2012)

The following vaccines are required for school entry:

- 1 dose of Tdap, for students entering 7th grade
- 5 doses of DTaP, unless the 4th dose is given on or after the 4th birthday.
- 4 doses of Polio, unless the 3rd dose is given on or after the 4th birthday.
- 3 doses of Hepatitis B
- 2 doses of MMR
- 2 doses of the Varicella-containing vaccine or a history of typical varicella (chickenpox)

Student Medical Care:

It shall be the policy of the Picayune School District that no school employee shall render medical care to students except for administering first aid. The student's parent or legal guardian shall be notified immediately by school authorities in the event that a student becomes seriously ill or receives an injury and the parent or legal guardian cannot be contacted, school authorities shall seek immediate professional medical care for the ill or injured student; however, such medical treatment shall be at the expense of the parent or legal guardian.

In non-emergency cases when the school nurse is unable to contact a parent/legal guardian during school hours, a report will be sent home with the student concerning his/her incident/illness and treatment while in the nurse's station.

Student Medication:

Because of the hazards and unpredictability often associated with certain types of medications, parents are highly encouraged to work with the family physicians to avoid the necessity of their student(s) to take medications during the school day. In the event of any serious or extended illness, parents are encouraged to come on site (check in at the office) and administer their child's medication(s) personally.

Only designated school employees will store and allow students to take prescription medications on campus, and written parental permission will be required by the office. Prescription medications must be checked in the office and then given to the school nurse. Such medication should be in the original container, and should be labeled by the pharmacist as to correct dosage and items of administration.

No medication(s) should be kept on the student's person, at any time unless a medical doctor has issued documentation that it is in the best interest of the student. House Bill No. 1072 addresses asthma and asthma medications specifically; however, other illnesses may require self-medication under the advisement of a physician.

A parental request for a student to self-medicate must be accompanied by a written statement from the student's physician indicating the student's condition and that he/she has been instructed in self-medication. Only the superintendent and/or the District School Nursing Supervisor can grant permission for a student to self-medicate.

In addition, the student's parent/guardian must sign a statement giving permission and acknowledging that the school shall incur no liability and hold the school and its employee harmless against any claims relating to the self-administration of medications. This statement will be kept on file in the student's permanent record.

Internet Use by Students:

The Picayune School District is pleased to offer to its students, faculty, and staff access to the Internet in accordance with the terms and conditions of this policy. The Internet is an electronic highway connecting hundreds of thousands of computers and millions of individual users globally. This computer technology will help propel our schools through the communication age by allowing students and staff to access and to use resources from distant computers, communicate and collaborate with other individuals and groups, and significantly expand their available information base.

Log-in Banner is being placed on every computer screen in the District which states the following: The computer system that you are accessing is the property of the Picayune School District and is intended for educational purposes. Users agree to the terms and conditions of the Internet Acceptable

Use Policy. Users agree to avoid any violation of state or federal law. Users are alerted that they are entitled to no expectation of privacy in their use of this computer and access of the users' computer usage, Internet usage, and email account may be monitored at any time for unacceptable and illegal use.

Overview:

Internet access is coordinated through a complex association of government agencies and regional state networks. In addition, the smooth operation of the network relies upon the proper conduct of the users who must adhere to strict guidelines. To this end, Congress has passed and President signed into law, the Children's Internet Protection Act (CIPA) and the Children's Online Privacy Protection Act (COPPA). A safe and secure K-12 infrastructure will be provided in compliance with the Children's Online Privacy Protection Act (COPPA) and the Children's Internet Protection Act (CIPA). The Picayune School District provides Internet Content Filtering, Internet Reporting on usage and filtering, and Internet Caching to aide in compliance with these laws.

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

The Picayune School District's designated representatives will provide age-appropriate training for students who use the District's Internet access. The training provided will be designed to promote Picayune School District's commitment to:

1. The standards and acceptable use of internet services as set forth in this document.
2. Student safety with regard to:
 - a. Safety on the Internet
 - b. Appropriate behavior while online, on social networking Web sites, and in chat rooms
 - c. Cyberbullying awareness and response
3. Children's Internet Protection Act (CIPA)

CIPA requires that schools receiving certain federal funds, including E-Rate discounts and Title III of the Elementary and Secondary Education Act, put into place Internet Safety policies. These Internet Safety Policies must include a technology protection measure for blocking access to "visual depictions" of obscene material, child pornography, and material that is "harmful to minors" when minors are accessing the computer. CIPA also requires that the Internet Safety Policy include monitoring of all online activities of minors. Additionally, the policy must address all of the following: (a) access by minors to inappropriate matter on the Internet and the World Wide Web, (b) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications, (c) unauthorized access, including so-called "hacking," and other unlawful activities by minors online, (d) unauthorized disclosure, use, and dissemination of personal information regarding minors; and (e) measures designed to restrict 100% effective, it is understood that all technology protection measures do not and will not work perfectly. In complying with CIPA, schools are expected to engage in a "good faith effort" to abide by the requirements of CIPA. CIPA does not create a private right to action,

meaning that the discovery of objectionable material on a computer cannot result in a lawsuit complaining that a school violated CIPA.

The Children's Online Privacy Protection Act (COPPA) applies to individually identifiable information about a child that is collected online, such as full name, home address, email address, telephone number, or any other information that would allow someone to identify or contact the child. The Act also covers other types of information – for example, hobbies, interests, and information collected through cookies or other types of tracking mechanisms – when they are tied to individually identifiable information.

These guidelines are provided so that you, the user and/or parent of the user, are aware of the responsibilities you are about to assume. In general, this requires efficient, ethical, and legal utilization of the network resources. If a Picayune School District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.

The signature(s) on the INTERNET NETWORK ACCESS AGREEMENT FORM is (are) legally binding and indicates the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

Picayune School District Internet Terms and Conditions of Use:

1. Personal Safety

- a. User will not disclose, use, disseminate or divulge personal and/or private information about himself/herself, minors, or any others including personal identification information such as, but not limited to, credit card information, social security numbers, telephone numbers, addresses, etc.
- b. The Picayune School District will not disclose personal information about students on websites, such as their full name, home or email address, telephone number, and Social Security number. (COPPA)
- c. User will immediately report to Picayune School District authorities any attempt by other Internet users to engage in cyberbullying inappropriate conversations or personal contact.

2. Illegal Activity

- a. User agrees not to access, transmit, or retransmit any material(s) in furtherance of any illegal act or conspiracy to commit any illegal act in violation of United States, Mississippi, local government, or Picayune School District laws, policies, or regulations.
- b. User shall not access, transmit, or retransmit: copyrighted materials (including plagiarism), threatening, harassing, or obscene material, pornographic material, or material protected by trade secret, and/or any other material that is inappropriate to minors.
- c. User shall not access, transmit, or retransmit any material that promotes violence or the destruction of persons or property by devices including, but not limited to, the use of firearms, explosives, fireworks, smoke bombs, incendiary devices, or other similar materials.

- d. User shall not use the network for any illegal activity including but not limited to, unauthorized access including hacking.
 - e. User shall not access, transmit, or retransmit language that may be considered offensive, defamatory, or abusive.
 - f. User shall not access, transmit, or retransmit information that could cause danger or disruption or engage in personal attacks, including prejudicial or discriminatory attacks.
 - g. User shall not access, transmit, or retransmit information that harasses another person or causes distress to another person.
- 3. System Resources Limits**
- a. User shall only use the Picayune School District system for educational and career development activities and limited, high quality self-discovery activities as approved by Picayune School District faculty for a limited amount of time per week.
 - b. User agrees not to download large files unless it is absolutely necessary. If absolutely necessary to download large files, user agrees to download the file at a time when the system is not being heavily used.
 - c. User agrees not to post chain letters or engage in “spamming” (that is, sending an annoying or unnecessary message to large numbers of people).
 - d. User agrees to immediately notify his/her teacher or other school administrator should user access inappropriate information. This will assist protecting user against a claim of intentional violation of this policy.
- 4. User Rights**
- a. The Internet is considered a limited forum, similar to a school newspaper, and therefore Picayune School District may restrict user’s right to free speech for valid educational reasons. Picayune School District will not restrict user’s right to free speech on the basis of disagreement with the opinions expressed by user.
 - b. User shall have the responsibility to use computer resources for academic purposes only. Therefore, as mandated by CIPA, filtering will be utilized on all computers accessing the Internet. The only exception will be for academic research by a staff member with the approval of school administration.
 - c. User should not expect files stored on school-based computer to remain private. Authorized staff will periodically inspect folders and logs of network usage will be kept at all times. Routine review and maintenance of the system may indicate that user has violated this policy, school codes, municipal law, state law or federal law. Parents of minor users shall have the right to inspect the content of user’s files.
 - d. Picayune School District will fully cooperate with local, state, or federal officials in any investigation related to illegal activities conducted through the user’s Internet account.
 - e. Under no conditions should a user provide his/her password to another person or use another person’s password.
- 5. Appropriate Use** - The purpose of the Internet is to support education by providing access to unique resources and the opportunity for collaborative work.
- a. The use of an account must be in support of education and research and consistent with the educational objectives of the Picayune School District.

- b. Use of other organization's networks or computing resources must comply with the rules appropriate for that network.
 - c. Internet resources may not be used in violation of any federal, state, or local regulation.
 - d. Internet resources may not be used to upload, download, or distribute pornographic, obscene, sexually explicit, or threatening material.
 - e. Internet resources may not be used to infringe on copyright or plagiarize materials.
6. **Privileges** - The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges.
- a. Based on the acceptable use terms and conditions outlined in this document, the system administrators will deem what is inappropriate use, and their decision is final.
 - b. System administrators may close an account at any time as required.
 - c. The administration, faculty and staff of the Picayune School District may request the system administrator to deny, revoke, or suspend specific user accounts.
 - d. Students and employees will receive instruction in proper use of the Internet through a review of the guidelines, "*Expectations for Use of the Internet.*" Contained herein this policy.
 - e. Students and their parents and employees are required to sign an agreement indicating their understanding and acceptance of Picayune School District's guidelines.
 - f. Upon completion of "d" and "e," students may then use the Internet in a supervised classroom environment, and employees may then use it for work related needs.
 - g. Parents must give their permission for their child to use the Internet independently for educational purposes. Parents also have the option of denying permission for their child to use the Internet.
 - h. Students are responsible for their explorations of the Internet and subject to the consequences of the building discipline policy.
 - i. Employees are responsible for their exploration of the Internet and subject to the discipline policies of the Board of Trustees.
7. **Expectations for the Use of Internet** - Internet users are expected to behave responsibly in accessing and viewing information that is pertinent to the mission of the Picayune school District. Students, teachers, and employees are to abide by the generally expected rules of network etiquette. These include (but are not limited to):
- a. Be courteous and respectful in your messages to others.
 - b. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
 - c. Do not reveal your home address or phone numbers or those of other students or colleagues even if you think you "know" your correspondent.
 - d. Any external media to be used in a Picayune School District computer shall be approved by either the teacher or supervisor and also must be virus scanned by approved virus scanning software.
 - e. Browsing and scanning through files on a hard drive is not permitted.
 - f. Violation of these rules or other deliberate acts that result in damage to software, hardware, and/or related equipment will result in appropriate disciplinary action and financial restitution paid by the student and/or parent according to MS Code 37-11-53(4).

- g. Users may not use the network to send threatening or harassing e-mail. No chain letters will be tolerated.
 - h. Student users may not send mass-mails to more than 5 people at a time. Employee users may not send mass-mails to more than ten (10) at a time.
 - i. Harassing other users by interfering with their screen display or similar denial of service attacks will not be allowed.
 - j. Cracking, hacking, or otherwise breaking into an accounts you do not have full authorized access to, on this system or any other, possessing and/or running encryption/decryption/cracking/security analysis scripts or binaries, or any other tools used to expedite the process of information on this network will not be permitted.
 - k. Users cannot install any software, which requires making a file without approval from the network administrator.
 - l. Users may not at any time or for any reason possess a copy of the system password file, or any portion thereof. Attempts to log in as any other user or as a system administrator will result in disciplinary action correlated to the Picayune School District ladder and cancellation of user privileges.
 - m. Any user identified as a security risk or having a history of problems with other computer systems will be denied access to the network.
 - n. Unauthorized downloading of information will not be tolerated.
 - o. Purchasing of goods and services via the Internet is strictly prohibited by students. Employees may order over the Internet if the purchase order has been properly signed.
8. **Students will not respond to unsolicited online contact.**
9. **Vandalism** - Vandalism will result in cancellation of privileges and disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of other users or other networks connected with the Picayune School District or the State Regional Hub Site. This includes, but not limited to, the uploading or creation of computer viruses.
10. **List servers or News Groups** - Students will not be allowed to subscribe to list servers or news groups unless specific permission is provided by the parent/guardian in writing and by the written permission of a sponsoring teacher. Employees may subscribe to these groups if job related and allowed by their supervisor.
11. **The School District will not be liable for:**
- a. Unauthorized information stored on Picayune School District diskettes, hard drives, or servers.
 - b. Unauthorized information retrieved through Picayune School District computers, networks, or online resources.
 - c. Personal property used to access Picayune School District computers, networks, or online resources.
 - d. Unauthorized financial obligations resulting from use of school district resources and accounts to access the Internet.
 - e. Damages suffered by the user, including loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions.
 - f. Student, teacher, or employee access to what may be deemed as inappropriate material available on the Internet.

- g. Further, the Picayune School District makes no warranties of any kind, whether expressed or implied, for the service it is providing.
- 12. **Sanctions:**
 - a. Violations by the user may result in loss of access.
 - b. Violations may result in additional disciplinary action according to the Picayune School District's disciplinary policies.
- 13. **The Internet Network Access Agreement** is attached at the end of this policy and must be completed by the student or the employee prior to Internet use.
- 14. **Consequences** for Failure to Follow Terms and Conditions of Internet Use Policy
There will be consequences for any user who fails to follow Picayune School District and school guidelines and policies. The consequences may include paying for damages, denial of access to technology, detention, suspension, or other remedies applicable under the school disciplinary policy, and state or federal law. At the discretion of Picayune School District, law enforcement authorities may be involved and any violations of state and/or federal law may result in criminal or civil prosecution.

When user is using the Picayune School District system, it may seem as though these policies could easily be broken and that the user would not get caught. This is not true. Electronic footprints are left behind on a machine each time it is used, and the potential for apprehension always exists.

Parent - Teacher Conferences:

If a parent/legal guardian wishes to have a conference with a teacher, he/she may call (601) 798-5449 to arrange a convenient time to meet with the teachers. Parents must check in at the office upon arrival. All parents are welcome, and conferences are encouraged. Conferences should be scheduled at least 24 hours in advance.

Residency Requirements: State Board of Education Policy on Verification of Residence:

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

- 1. Effective as of the 1990/1992 school year, all school districts will require students who are seeking to enroll or continue to enroll in a school district to register at the school they are assigned to attend. The school district shall verify the residency of each student.
- 2. In succeeding years any new student enrolling or entering a school district or any continuing students whose residence has changed will be required to verify his/her residence address as herein provided as a part of the registration process.
- 3. In succeeding years, the parents or legal guardians of continuing students whose residence has not changed shall sign a Declaration of Residency Form.
- 4. Each student identified in paragraphs 1 and 2 above must establish his/her residency in the following manner:
 - A. Students living with Parents or Legal Guardians:

The parent(s) or legal guardian(s) of a student seeking to enroll must provide the school district with at least two of the items numbered (1) through (9) below as verification of their address, except that any document with a post office box as an address will not be accepted.

1. Files Homestead Exemption Application form;
 2. Mortgage documents or property deed;
 3. Apartment or home lease;
 4. Utility bills;
 5. Driver's license;
 6. Voter precinct identification;
 7. Automobile registration;
 8. Affidavit and/or personal visit by a designated school district official;
 9. Any other documentation that will objectively and unequivocally establish that the parent or legal 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;
 10. Certified copy of filed petition for guardianship if pending and final decree when granted.
- B. Students living with adults other than parents or legal guardians:
1. The non-parent claiming district residency must meet the criteria of subparagraph (A) (1) through (9) above, required of a parent or legal guardian.
 2. The district resident must provide this school with 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) (other than school attendance zone or district preference) for this arrangement. The local school board or its designee will make the necessary factual determination under subsection 4(B)(2). Examples of situations where "in loco parentis" authority of an adult should be recognized to establish residency of the minor include but are not limited to the following:
 - a. Death or serious illness of the child's parent(s) or legal guardian(s);
 - b. Abandonment of the child;
 - c. Child abuse or neglect;
 - d. Unstable family relationships or undesirable conditions in the home of the child's parents or legal guardians having a detrimental effect on the child;
 - e. Child is Homeless as defined by the Stewart B. McKinney Act 42 USC §§11431(1), 11432(e)(4) and 11302(a);
 - f. Students enrolled in recognized exchange programs residing with host families.
 3. Whenever appropriate the person who assumed responsibility for the care and custody of the child should be encouraged to obtain legal guardianship of the child.
- C. The requirements of paragraphs 4(A) and (B) above are minimum requirements and the school district may require additional documentation and verification at any time.
- D. Each student's cumulative folder shall contain a written instrument identifying the types of documents used to verify his/her residency, all executed Declaration of Residency Forms, and copies of any relevant guardianship petition or decree.
- E. The provisions of this policy do not apply to students who reside outside the school district, but who have legally transferred into the school district.

Textbooks:

Textbooks may be issued to students at the beginning of the school year. From time to time, checks on the condition of the books will be made. Any book, which is lost, must be paid for by the student. Students will be required to pay for lost textbooks at the end of the school term. Students may obtain prices of textbooks from their teachers, and they can be paid for in the office. For any book, which has been improperly cared for or mutilated, a reasonable charge will be assessed. Report cards will be held until all fines are cleared.

Book covers must be on textbooks in accordance with State Law; the school will furnish a minimum number of these book covers. Additional replacement covers must be furnished by parents.

Picayune Junior High School

Parental Involvement Policy

The Picayune Junior High will provide opportunities and encourage parents to become actively involved in the learning process of their children.

Picayune Junior High will:

Development of Policy

- Involve parents in the joint development of and amendments to the School-Wide Title I School Plan and the process of school review and improvement.
- Conduct parent-teacher conferences at least annually, during which the Student Compact will be discussed as it relates to the individual child's achievement, signed by the teacher, student, and parent, and a copy kept on file at the school.
- Jointly develop with parents a written parental involvement policy and provide a copy of the policy to parents.
- Conduct parent awareness meetings for input in the Title 1 program.
- Invite parents to serve on the School Improvement Team.

Shared Responsibilities for Junior High Student Performance

- Develop a school-parent-student compact (provided –as practical – in languages that parents can understand) outlining shared responsibilities for improved student achievement.
- Provide weekly electronic reports to parents on their child's progress via Active Parent. In addition, PJHS will provide a written report every four weeks to parents on their child's progress in a manner and format which is understandable and whenever necessary/practicable provide this information in another language other than English.
- Provide email addresses, through Active Parent, for parents to communicate with their child's teachers and the teachers to communicate with the parents.
- Provide a planner for each student to record activities and assignments to inform parents of daily routines and assignment due dates. The planner also allows parents to communicate, via written notes, with their child's teacher.
- Provide reasonable access to staff, opportunities to volunteer, and participate in their child's class, and schedule observation of classroom activities to improve student achievement.

Parents' Right-to-Know

- Provide yearly documentation to parents concerning the following:
 - Teacher qualifications
 - Paraprofessional qualifications
 - When a child is taught by a substitute for longer than four weeks
 - When a child is placed in an English Language Learner Program
 - Student scores on yearly assessments
 - District and School Report Cards
 - Schools identified as “In Need of Improvement”
 - School Choice Option
 - Transportation Option
 - Supplemental Educational Services

Parent Meetings/Activities

- Provide parent activities. (Scheduled parent meetings, PTSO meetings, quarterly school Title program meetings, student handbook development meetings, etc.) and to invite and encourage parents to attend these activities through memos sent home, newspaper announcements, school website calendar, etc.
- Conduct meetings at a variety of times to maximize opportunities for parents to participate in school related activities.
- Provide reasonable support for parental involvement activities under this section as parents may request and as available funding allows.

Building Capacity

- Maintain parental involvement resources. (These resources will be maintained at the school and the Picayune School District Parenting Center.)
- Coordinate and provide educational services to ELL students and parents.
- Work with local businesses and community agencies to develop partnerships with student and school recognition programs.
- Provide certain documentation to families in their native language.
- May train and support parents to enhance the involvement of other parents.
- Provide assistance to parents in understanding topics such as the following, by undertaking the actions described in this paragraph:
 - The state's academic content standards,
 - The state's student achievement standards,
 - The state and local academic assessments including alternate assessments
 - How to monitor their child's progress, and
 - How to work with educators.

PICAYUNE JR. HIGH
SCHOOL/PARENT/STUDENT COMPACT
TITLE I PROGRAM 2023 - 2024

STUDENT'S NAME _____ **GRADE** _____

I. SCHOOL

1. The school will meet the individual needs of each student through providing small group instruction in reading, language arts, and math.
2. Through age and developmentally appropriate instruction, student confidence in reading, language arts, mathematics, and science learning will be increased.
3. The school will provide opportunities for each student to work toward raising his/her achievement test scores.
4. Students in the lower quartile will be instructed using various instructional methods in order to raise their achievement levels.
5. A direct emphasis of the Title I Program will be assisting students to increase their ability in reading, language arts, math, and science.
6. The school will provide timely staff development activities for teachers and aides to promote improved instructional and learning activities.

II. PARENTS

1. Parents should become partners with the school in helping the teachers and students meet all established goals and objectives (parent involvement).
2. Parents will encourage their children to use all school resources (ex. tutoring, math lab, library, etc.)
3. Student needs and achievement will be the primary concern of all parents (progress reports, parent conference, report cards).
4. Each parent should read with his/her child daily to encourage confidence.
5. Parental concerns or needs should be communicated directly to the teacher (parent conference).
6. Parents should encourage children to complete all class work and homework daily.

III. ANNUAL PROGRAM REVIEW

1. Each parent will be encouraged to complete a questionnaire concerning the effectiveness of the school's Title I program.
2. Title I Aides will be required to complete a questionnaire concerning student progress and program effectiveness.
3. The school/parent Title I committee will review all program evaluations and will consider program improvement based on parent, teacher, and aide input.

SIGNATURES:

PARENT _____

TITLE TEACHER _____

PICAYUNE JR. EL COLEGIO

SECUNDARIO/PADRE/PACTO de ESTUDIANTE

TITULA PROGRAMA de 2023 - 2024

_____ del NOMBRE _____ de GRADO

I. ESTUDIANTE EDUCA

1. La escuela encontrará las necesidades particulares de cada estudiante por proporcionar pequeña instrucción del grupo en Leer, en las Artes del Idioma, en las Matemáticas, y en la Ciencia.
2. Por la edad y apropiada para el desarrollo instrucción, la confianza de estudiante en Leer, las Artes del Idioma, las Matemáticas, y aprender de Ciencia serán aumentados.
3. La escuela proporcionará oportunidades para cada estudiante para preparar el terreno para levantar sus puntuaciones de logro.
4. Los estudiantes en el cuartil más bajo serán instruidos utilizar que varios métodos instruccionales para levantar sus niveles de logro.
5. Un énfasis directo del Título y Programa ayudará estudiantes para aumentar su capacidad en leer, en las artes del idioma, en las matemáticas, y en la Ciencia.
6. La escuela proporcionará actividades oportunas de desarrollo de personal para maestros y ayudantes para promover mejorado instruccional y actividades que aprenden.

II. Los PADRES

1. Los padres deben llegar a ser socios con la escuela en ayudar a los maestros y los estudiantes encuentran todos los objetivos y los objetivos establecidos (participación de padre).
2. Los padres animen a sus hijos a utilizar todos los recursos de la escuela (ej. De tutoría , laboratorio de matemáticas , biblioteca , etc.)
3. El estudiante necesita y el logro será la preocupación primaria de todos los padres (informes sobre el progreso, conferencia de padre, las cartillas de notas).
4. Cada padre debe leer con su niño para favorecer diariamente la confianza.
5. Las preocupaciones paternas o necesita debe ser comunicado directamente al maestro (conferencia de padre).
6. Los padres deben favorecer a niños a completar toda la trabajo de clase y deberes diariamente.

III. La REVISION ANUAL del PROGRAMA

1. Cada padre será favorecido a completar un cuestionario con respecto a la eficacia de Título de la escuela que programa.
2. Titule que Ayudantes serán requeridos a completar un cuestionario con respecto a progreso de estudiante y eficacia de programa.
3. El Título del escuela/padre y comité revisará todos los evaluaciones de programa y considerará mejora de programa se basó en el padre, en el maestro, y en entrada de ayudante.

Las FIRMAS:

ESTUDIANTE _____

Fecha _____

MAESTRO _____

Fecha _____

PADRE _____

Fecha _____

CHILD FIND

The Picayune School District will continue its efforts to search for children with disabilities, age three to twenty-one, residing within the Picayune School District. Children with disabilities, including those who are homeless children or are wards of the State, and children with disabilities attending private schools, regardless of the severity of their disability are identified, located, and evaluated for special education and related services as defined by the Individuals with Disabilities Education Improvement Act of 2004, Part B. *Reference PSD Board Policy JQQ*

Referrals for testing of children with suspected disabilities may be made by contacting the child's teacher, principal, or the District Child Find Coordinator. The Coordinator for the Picayune School District is **Dr. Brannon Johnson, Director of Exceptional Education**. Please contact Dr. Johnson by calling 601-798-4555, or by writing to her at the Office of Exceptional Education, 622 Goodyear Blvd., Picayune, MS 39466.

Early identification of children in need of special educational services is important. The information gathered from parents and others will be used to help determine program needs toward providing a free, appropriate, public education to all children with disabilities. The Picayune School District provides services for the following disabilities: speech and language, autism, traumatic, brain injuries, learning disabilities, mental retardation, visual impairments, hearing impairments, developmental delays, physical disabilities, and emotional disabilities, as well as, combinations of some disabilities.

Notice to Parents – Confidentiality of Information

The Mississippi Department of Education and the Picayune School District are participating in an ongoing statewide effort to identify, locate, and evaluate children through the age of twenty-one (21) who have physical, mental, communicative, and/or emotional disabilities. Personal, identifiable information is maintained on children who are evaluated to determine the existence of a disability and those who have been found to have a disability. The information collected on each child is the information necessary to determine whether he/she has a disability and to develop an individualized education program. Such areas as achievement, adaptive behavior, hearing, vision, physical, emotional, social, behavioral, language/speech, and intellectual functioning will be assessed. Following written parental consent, information will be gathered from sources such as parents, agencies, employees, psychometrists, psychologists, speech/language pathologists, health-related professionals, and social workers. The information will be maintained in the agency so that it is not accessible to unauthorized persons, unless parents give their consent in writing. If the information is no longer needed, parents will be informed and give the opportunity to obtain a copy of the information before it is destroyed.

STUDENT BULLYING

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

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

Conduct is considered bullying if that conduct interferes with a student's education or substantially disrupts the operation of a school.

The Picayune School District Board of Trustees directs the Superintendent or his/her designee to

design and implement procedures for reporting, investigating, and addressing bullying and harassing behaviors. The procedures will address such behavior, that:

- (a) Prohibit the bullying of a student;
- (b) Prohibit retaliation against any person, including a victim, a witness, or another person, who in good faith provides information concerning an incident of bullying;
- (c) Establish a procedure for providing notice of an incident of bullying to a parent or guardian of the victim and a parent or guardian of the bully within a reasonable amount of time after the incident;
- (d) Establish the actions a student should take to obtain assistance and intervention in response to bullying;
- (e) Set out the available counseling options for a student who is a victim of or a witness to bullying or who engages in bullying;

- (f) Establish procedures for reporting an incident of bullying, investigating a reported incident of bullying and determining whether the reported incident of bullying occurred;
- (g) Prohibit the imposition of a disciplinary measure on a student who, after an investigation, is found to be a victim of bullying, on the basis of that student's use of reasonable self-defense in response to the bullying; and
- (h) Require that discipline for bullying of a student with disabilities comply with applicable requirements under federal law, including the Individuals with Disabilities Education Act (20 USCS Section 1400 et seq.).

The procedures should be appropriately placed in Picayune School 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/herself from an attack by another student who has evidenced menacing or threatening behavior through bullying or harassing.

The procedure for reporting bullying must be posted on the district's Internet website.

Furthermore, the Picayune 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 PSD Board Policy JCDD Board Approved (Revised) June 13, 2017*

LEGAL REFERENCE: Senate Bill 2015; MS Code as Amended, §37-7-301(e)
House Bill No. 263, Regular Session 2017

STUDENT – SUICIDE, OTHER THREAT INTERVENTION AND PREVENTION

The Picayune School District shall adopt a policy on student suicide prevention. The policies shall be developed in consultation with school and community stakeholders, school-employed mental health professionals, and suicide prevention experts, and shall, at a minimum address procedures relating to suicide prevention, intervention and postvention. To assist districts in developing policies for student suicide prevention, the State Department of Education shall establish a model policy in consultation with the Mississippi Department of Mental Health for use by local school districts.

A. Suicide and Other Threat Intervention

It shall be the obligation of each staff member to report any student threat of potential harm to himself/herself, commit suicide, or cause injury to another individual immediately to his/her direct supervisor (principal). In the event that the building principal is not available, the report shall be made directly to the appropriate school counselor or social worker, who, will in a timely manner, inform the building principal.

The building supervisor shall then assign the school counselor or appropriate social worker to access the student threat through interviews with the individual student making the claim, teacher(s), and other student witnesses as deemed appropriate.

If the assessment conducted by the school counselor/social worker reveals that the student is at-risk of possibly harming himself/herself or of potentially committing suicide, the following procedures shall be followed:

1. The student's parent/legal guardian shall be notified by the counselor or social worker. In the event that a legal guardian/parent is not available, the counselor or social worker will be empowered to inform one of the student's emergency contacts listed on the Enrollment Card.
2. The parent/legal guardian shall be required to pick up any student from the school site who is clearly in imminent danger of engaging in self-harming, suicidal, or other harmful behaviors.
3. The counselor/social worker will inform the parent/guardian of available community services.
4. The counselor/social worker, under the advisement of the building supervisor, will report directly to the Department of Human Services cases wherein the parent/legal guardian appears to neglect the child's need for further services (threat of suicide, self-injurious behaviors).
5. In the event of a threat to harm another individual or a targeted group of individuals, it shall be the obligation of any school personnel, under the direction of the building supervisor, to notify a School Resource Officer.
6. Should the parent/legal guardian seek treatment for his/her child in a mental health facility, the school counselor/social worker will act as a liaison in providing follow up services upon notification and request.

7. It shall be the responsibility of the school counselor/social worker to document all actions pertaining to each case and to maintain confidentiality of student and family information.

B. Prevention Measures:

1. The Picayune School District Suicide Intervention and Prevention Committee will meet at a minimum annually to review current policies, procedures, and prevention methods.

2. The Picayune School District will continue quality anti-violence prevention measures and programs such as peer mediation, conflict resolution, bullying awareness and prevention, student mentoring, and group counseling on the topics of anger management and positive self-esteem building.

Reference PSD Board Policy JGH Board Approved (Revised) June 13, 2017

LEGAL REFERENCE: House Bill 263, Regular Session 2017

SUSPENSION AND EXPULSION – DISCIPLINARY HEARING – DUE PROCESS

The building principal or acting principal may suspend a student for a period of nine (9) days or less for just cause and in accordance with the student discipline ladder detailed in the student handbook which has been approved by the Board of Trustees.

The building principal or acting principal may recommend suspension or expulsion of a student for more than nine (9) days for just cause and in accordance with the student discipline ladder detailed in the student handbook which has been approved by the Board of Trustees.

Every student who is recommended for expulsion must be afforded due process, including the right to testify in his or her own behalf and to present witnesses prior to the formal charge with a recommendation for expulsion. A completed copy of the “Due Process Checklist” and the “Notice of Disciplinary Hearing” must be sent to the Superintendent’s Office (Hearing Officer) with the recommendation for expulsion.

A student who is recommended for suspension or expulsion for more than nine (9) days shall have the right to a due process hearing, be represented by legal counsel, to present evidence and cross-examine witnesses presented by the district. The student and the student’s parent, legal guardian or person in custody of the student may appeal suspension of more than nine (9) days and expulsion to the school board. The standard of proof in all disciplinary proceedings shall be substantial evidence.

Upon receipt of the “Due Process Checklist” and the “Notice of Disciplinary Hearing,” the Hearing Officer shall establish the date, time, and location of the hearing and shall prepare a disciplinary packet containing pertinent information from the student’s permanent records, attendance records, behavior plan, a psychological evaluation if appropriate, disciplinary records, “Due Process Checklist,” and the “Notice of Disciplinary Hearing.” The Hearing Officer shall be responsible for providing the following individuals with a copy of the disciplinary packet:

- (1) Disciplinary Hearing Committee Members,
- (2) Principal making recommendation for expulsion, and
- (3) Parent/Legal Guardian of student. (Parent/Legal Guardian packet will be sent by mail.)

The Hearing Officer shall conduct a formal disciplinary hearing within the suspension period designated by the principal or acting principal and shall render the recommendation(s) of the Disciplinary Committee in writing to the Superintendent, the principal or acting principal who has made the recommendation for expulsion, and the parent/legal guardian of the student. The notification to the parent/legal guardian shall be made by mail. The parent/legal guardian notification shall include notification of the right to appeal to the Board of Trustees, the proper form for requesting an appeal, and the timeframe for submitting an appeal. Any request for an appeal must be received by the Superintendent no later than ten (10) school days after the recommendations have been made by the Disciplinary Committee.

The Superintendent shall forward all recommendations for expulsion to the Board of Trustees for consideration. The recommendation for expulsion shall be placed on the agenda of the next regularly scheduled Board Meeting exclusive of the timeframe for making a request for appeal. The Board of Trustees may approve, deny, or modify the recommendation(s) of the Disciplinary Committee and the Superintendent. No expulsion shall exceed one (1) calendar year.

If a parent/legal guardian has submitted an appeal, the appeal shall be heard by the Board of Trustees in Executive Session prior to any formal action.

The Superintendent or his/her designee shall notify in writing the parent/legal guardian, the principal or acting principal who has made the recommendation, and other person(s) as appropriate.

The Board of Trustees' decision for expulsion shall be final. The parent/legal guardian may appeal to the courts. If the parent/legal guardian appeals to the courts, the Board of Trustees' decision shall stand until or unless overturned by the courts.

Any student who has been suspended or expelled from a school will not be permitted to participate in or attend any school-sponsored event during the period of exclusion, nor will the student be permitted on school grounds unless as otherwise directed by the administration.

The Picayune School District will comply with any applicable federal and State laws regarding the discipline of special education students.

Process for Re-Entering Home School or Re-Entering Picayune School District:

(1) A student who has been expelled and assigned to the Center for Alternative Education must meet the following requirements:

- (a) successful completion of term of assignment to the Center for Alternative Education as certified in writing to the Superintendent by the Director of the Center for Alternative Education, unless waived by the Superintendent;
- (b) signed Statement of Assurances by the student and his/her parent/legal guardian as certified by the Superintendent or his/her designee; and
- (c) completion of registration requirements of the student's home school.

(2) A student who has been expelled from the Picayune School District must meet the following requirements:

- (a) completion of expulsion time, (unless waived by the Superintendent upon recommendation of the director)
- (b) written request to the Superintendent for re-admission
- (c) written approval of the Superintendent or his/her designee for re-admission; and
- (d) signed Statement of Assurances by the student and his/her parent/legal guardian as certified by the Superintendent or his/her designee.

A student who has been expelled from another school district will not be considered for enrollment in the Picayune School District for the duration of the expulsion. Upon completion of

the expulsion period, a student who has been expelled from another school district must meet the following requirements prior to admission:

1. written request to the Superintendent for admission,
2. written approval of the Superintendent or his/her designee, and
3. signed Statement of Assurances by the student and his/her parent/legal guardian as certified by the Superintendent or his/her designee.

A student who has been assigned to a correctional institution, residential facility, or special day program and enrolls in the Picayune School District may be assigned to the Center for Alternative Education or other placement prior to re-entering the regular school program. This assignment must be made by one of the following:

- (1) I.E.P. Committee
- (2) Section 504 Committee
- (3) Superintendent

No school district is required to place a child returning from out-of-home placement in the mental health, juvenile justice, or foster care system in alternative school. Placement of a child in the alternative school shall be done consistently, and for students identified under the Individuals with Disabilities Education Act (IDEA), shall adhere to the requirements of the Individuals with Disabilities Education Improvement Act of 2004. If a school district chooses to place a child in alternative school the district will make an individual assessment and evaluation of that child in the following time periods:

- (i) Five (5) days for a child transitioning from a group home, mental health care system, and/or the custody of the Department of Human Services, Division of Youth and Family Services custody;
- (ii) Ten (10) days for a child transitioning from a dispositional placement order by a youth court pursuant to Section §43-21-605; and
- (iii) An individualized assessment for youth transitioning from out-of-home placement to the alternative school shall include:
 1. A strength needs assessment
 2. A determination of the child's academic strengths and deficiencies
 3. A proposed plan for transitioning the child to a regular education placement at the earliest possible date.

Reference PSD Board Policy Board Policy JCBH – GUN FREE SCHOOLS
Board Policy IDDI – ALTERNATIVE EDUCATION – GED
Board Policy JCAA– DUE PROCESS – STUDENT RIGHTS

LEGAL REFERENCE:

House Bill No. 1178 (2011 Regular Session 2011)
Section §3713-92, Mississippi Code of 1972, As Amended
Section §43-21-605
House Bill No. 1413, Regular Session 2107

**REGISTRATION OF ANY PUPIL WHOSE PARENT IS TRANSFERRED JBAAAA
TO A MILITARY INSTALLATION WITHIN THE STATE**

SECTION 1.

- (1) Notwithstanding any provision of law, a pupil complies with the residency requirements for attendance in a school district if the parent of the pupil is transferred to, or is pending transfer to, a military installation within this state while on active military duty pursuant to an official military order.
- (2) A school district shall accept an application for enrollment and course registration by electronic means for a pupil who meets the requirements prescribed in subsection (1) of this section, including enrollment in a specific school or program within the district.
- (3) The parent of a pupil who meets the requirement prescribed in subsection (1) of this section shall provide proof of residence to the school district within ten (10) days after the published arrival date provided on official documentation. The parent may use the address of any of the following as proof of residence for the purposes of this subsection:
 - (a) A temporary on-base billeting facility.
 - (b) A purchased or leased home or apartment.
 - (c) Any federal government housing or off-base military housing, including off-base military housing that may be provided through a public-private venture.
- (4) For the purposes of this section:
 - (a) “Active military duty” means full-time military duty status in the active uniformed service of the United States, including members of the National Guard and the State Military Reserve on active duty order.
 - (b) “Military installation” means a base, camp, post, station, yard, center, homeport facility for any ship or other installation under the jurisdiction of the United States Department of Defense or the United States Coast Guard.

SECTION 2.

This act shall take effect and be in force from and after July 1, 2019.

LEGAL REFERENCE: Senate Bill No. 2050, Regular Session 2019

DISCIPLINE – STUDENTS WITH DISABILITIES

JQR

The Picayune School District shall discipline students with disabilities in accordance with State and federal guidelines and with the Individualized Education Program and/or Section 504 Individual Accommodation Plan of said students.

SECTION 1. SECTION 37-11-57, Mississippi Code of 1972, is amended as follows:

(1) Except in the case of excessive force or cruel and unusual punishment, a public school teacher, assistant teacher, principal, or an assistant principal acting within the course and scope of his employment shall not be liable for any action carried out in conformity with state or federal law or rules or regulations of the State Board of Education or the local school board or governing board of a charter school regarding the control, discipline, suspension and expulsion of students. The local school board shall provide any necessary legal defense to a teacher, assistant teacher, principal, or assistant principal in the school district who was acting within the course and scope of his employment in any action which may be filed against such personnel. A school district or charter school, as the case may be, shall be entitled to reimbursement for legal fees and expenses from its employee if a court finds that the act of the employee was outside the course and scope of his employment, or that the employee was acting with criminal intent. Any action by a school district or charter school against its employee and any action by the employee against the school district or charter school for necessary legal fees and expenses shall be tried to court in the same suit brought against the school employee.

(2) Corporal punishment administered in a reasonable manner, or any reasonable action to maintain control and discipline of students taken by a public school teacher, assistant teacher, principal, or assistant principal acting within the scope of his employment or function and in accordance with any state or federal laws or rules or regulations of the State Board of Education or the local school board or governing board of a charter school does not constitute negligence or child abuse. No public school teacher, assistant teacher, principal or assistant principal so acting shall be held liable in a suit for civil damages alleged to have been suffered by a student as a result of the administration of corporal punishment, or the taking of action to maintain control and discipline of a student, unless the court determines that the teacher, assistant teacher, principal or assistant principal acted in bad faith or with malicious purpose or in a manner exhibiting a wanton and willful disregard of human rights or safety. For the purpose of this subsection, “corporal punishment” means the reasonable use of physical force or physical contact by a teacher, assistant teacher, principal or assistant principal, as may be necessary to maintain discipline, to enforce a school rule, for self-protection or for the protection of other students from disruptive students.

(3) Notwithstanding subsection (2) of this section a public school teacher, assistant teacher, principal, assistant principal or other school personnel is prohibited from using corporal punishment, as defined in subsection (2) of this section, on any student with a disability. No school personnel shall be granted immunity from liability under subsection (2) of this section for the use of corporal punishment on a student with a disability. For purposes of this subsection, the term “student with a disability” means a student who has an individualized education plan IEP) under the Individuals with Disabilities Education Act of 1973. The term “school personnel” includes all individuals employed on a full-time or part-time basis by a public school.

SECTION 2. This act shall take effect and be in force from and after July 1, 2019

Board Policy JQR does not affect the contents of Board Policy JGFI – RESTRAINT/USE OF FORCE.

LEGAL REFERENCE: Individuals with Disabilities Act, Section 504

Board Reviewed 2/6/2018

HOUSE BILL NO. 1182