

PRINCIPAL’S MESSAGE

We welcome you to the 2024-2025 school year. When selecting courses, we ask that you confer with the counselors who will help you select the right courses for your specific needs. If the administration can help you in any way, please let us know.

We present this regulation handbook to you so that you will be properly informed of the policies, procedures and organization of the school.

Let us work together to ensure that we have the best school year possible.

ADMINISTRATION

Shane Jones.....Principal
Jermal Brown.....Assistant Principal
Timothy Chrestman.....Assistant Principal
Erica Powell.....Assistant Principal
Jeremy Russell.....Assistant Principal
Michelle McKimSchool Testing Coordinator
Amanda Burdette.....Cohort
Melissa Brownlee.....MSIS
Stephanie Ruggiero.....Bookkeeper
Kaitlyn Koster.....Bookkeeping Assistant
Allison Ginn.....Secretary
Caryanne Hucks.....Secretary
Tosha Mason.....Secretary
Christine Young.....ADA Clerk
Jeff Edge.....Athletic Director
Brett Marshall.....Computer Tech
Ellen Bickley.....School Nurse

GUIDANCE STAFF

Blakely Dendy.....9th Grade Counselor
Adrian McNeil.....10-12 Counselor (A-E)
Tamra Walendzik.....10-12 Counselor (F-L)
Danielle Smith.....10-12 Counselor (M-R)
Angela Burkes.....10-12 Counselor (S-Z)
Angela Fletcher.....Career Coach

**Desoto County Schools
2024-2025 Calendar**

July 29	Teachers' First Day
August 1	Students' First Day
September 2	Labor Day
October 7-11	Fall Break
November 5	Staff Development Day
November 25-29	Thanksgiving Holidays
December 21 - January 5	Christmas Holidays
January 6	Staff Development Day
January 7	Students Return
January 20	Martin Luther King Jr. Day
February 17	President's Day Holiday
March 10-14	Spring Break
April 18	Good Friday
April 21	Easter Holiday
May 23	Students' Last Day
May 28	Teachers' Last Day

Tentative Make-up Days: February 17, April 21, May 27, and May 28

GRADUATION REQUIREMENTS (Board Policy IHF)

All 2018-2019 incoming freshmen must meet one of the following graduation options:
 1) Traditional 24 Credit Diploma, 2) Traditional 26 Credit Diploma with a Career Technical Endorsement, 3) Traditional 26 Credit Diploma with an Academic Endorsement, or
 4) Traditional 28 Credit Diploma with a Distinguished Academic Endorsement. Incoming freshmen (2018-2019 and beyond) with Significant Cognitive Disabilities are eligible to earn an Alternate Diploma.

All students are required to meet the Mississippi Department of Education state assessment requirements.

Contents of each required and elective course must include the core objectives identified in the Mississippi College and Career Readiness Standards. Course titles and identification numbers must appear in the current edition of the Approved Courses for Secondary Schools in Mississippi. Students enrolled in grades 7 -12 may be awarded a Carnegie unit credit provided the course content is a Carnegie unit credit provided the course content is a Carnegie unit bearing course in the current edition of the Approved Courses for the Secondary Schools of Mississippi Manual and meets the specifications outlined in the Mississippi Public School Accountability Standards. Enrollment in online courses listed in this manual must have prior approval granted by the principal.

TRADITIONAL DIPLOMA OPTION

Curriculum Area	Carnegie Units	Required Subjects
English	4	<ul style="list-style-type: none"> • English I • English II
Mathematics	4	<ul style="list-style-type: none"> • Algebra I
Science	3	<ul style="list-style-type: none"> • Biology I
Social Studies	3½	<ul style="list-style-type: none"> • 1 World History • 1 U.S. History • ½ U.S. Government • ½ Economics • ½ Mississippi Studies
Physical Education	½	
Health	½	
Art	1	
College and Career Readiness	1	<ul style="list-style-type: none"> • Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	5 ½	
Total Units Required	24	

ALL REGULAR EDUCATION STUDENTS MUST PASS ALGEBRA I, BIOLOGY, ENGLISH 10, &

U.S. HISTORY SUBJECT AREA TESTS TO GRADUATE.

Requirements:

- Student must identify an endorsement area prior to entering 9th grade. Endorsement requirements can only be changed with parental permission
- For early release, students must have met College or Career Readiness Benchmarks (ACT sub scores 17 English and 19 Math or earned a Silver level on ACT WorkKeys suite of assessments). For seniors that hve not met the benchmarks, to qualify for early release (work release) students must meet the following requirements:
 - Have a 2.5 GPA and have passed or meet the assessment option requirements for all four end of course assessments AND
 - Are on track to meet diploma requirements AND
 - Are concurrently enrolled in the appropriate Essentials for College Math or another mathematics course above their Junior year mathematics course and/or Essentials for College Literacy or another English Language Arts course above their Junior level English Language Arts course. OR
 - Have a GPA of 2.5 and have passed or meet the assessment option requirements for all four end-of-course assessments AND
 - Are on track to meet the diploma requirements AND
 - Students meet postsecondary requirements for placement and are enrolled in ENG Comp I and/or MAT College Algebra or have previously earned credit for ENG Comp I and/or MAT College Algebra.

CAREER AND TECHNICAL ENDORSEMENT

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

Additional Requirements:

- Earn an overall GPA of 2.5.
- Earn a Silver level on ACT WorkKeys.

- Earn two additional Carnegie Units for a total of 26.
- Must successfully complete one of the following:
 - One dual credit course
 - Work-based Learning
 - Earn a State Board of Education-approved national credential
 - One (1) AP, Diploma Program-IB, or Cambridge (AICE) course aligned to their career pathway. Students must earn a C or higher and take the appropriate exam.

ACADEMIC ENDORSEMENT

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

Additional Requirements:

- Earn an overall GPA of 2.5.
- Two (2) elective courses must meet MS IHL CPC requirements.
- Must successfully complete one (1) of the following
 - ACT sub scores of 17 in English and 19 in Math
 - Essentials of College Math or Essentials of College Literacy (in senior year)
 - SAT equivalency sub score
- Earn two additional Carnegie Units for a total of 26
- Must successfully complete one of the following:
 - One AP course with a C or higher and take the appropriate AP exam
 - One Diploma Program IB course with a C or higher and take the appropriate IB exams
 - One academic dual credit course with a C or higher in the course

DISTINGUISHED ACADEMIC ENDORSEMENT

Curriculum Area	Carnegie Units	Required Subjects
English	4	<ul style="list-style-type: none"> • English I • English II
Mathematics	4	<ul style="list-style-type: none"> • Algebra I + two (2) additional math courses above Algebra I
Science	4	<ul style="list-style-type: none"> • Biology I + two (2) additional science courses above Biology I
Social Studies	4	<ul style="list-style-type: none"> <ul style="list-style-type: none"> • 1 World History • 1 U.S. History • ½ U.S. Government <ul style="list-style-type: none"> • ½ Economics • ½ Mississippi Studies
Physical Education	½	
Health	½	
Art	1	
College and Career Readiness	1	<ul style="list-style-type: none"> • Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	8	<ul style="list-style-type: none"> • Must meet CPC requirements for MS IHLs
Total Units Required	28	

Additional Requirements:

- Earn an overall GPA of 3.0.
- Two (2) elective courses must meet Mississippi IHL CPC recommended requirements.
- Earn national college readiness benchmarks on each subtest established by ACT of 18 in English and 22 in Math or the SAT equivalency sub score.
- Earn four additional Carnegie Units for a total of 28.
- Must successfully complete one of the following:
 - One AP course with a B or higher and take the appropriate AP exam
 - One Diploma Program IB course with a B or higher and take the appropriate IB exams
 - One academic dual credit course with a B or higher in the course

ALTERNATE DIPLOMA OPTION

Curriculum Area	Carnegie Units	Required Subjects
English	4	• Alternate English Elements I-IV
Mathematics	4	• Alternate Math Elements I-III • Alternate Algebra Elements
Science	2	• Alternate Biology Elements • Alternate Science Elements II
Social Studies	2	• Alternate History Elements (Strands: U.S. History and World History) • Alternate Social Studies Elements (Strands: Economics and U.S. Government)
Physical Education	½	
Health	½	• Alternate Health Elements
Art	1	
Career Readiness	4	• Career Readiness I-IV (Strands: Technology, Systems, Employability, and Social)
Life Skills Development	4	• Life Skills Development I-IV (Strands: Technology, Systems, Personal Care, and Social)
Additional Electives	2	
Total Units Required	24	

Requirements:

- The Alternate Diploma is not equivalent to a traditional high school diploma and is not recognized by postsecondary entities that require a traditional high school diploma.
- All students are required to participate in the Mississippi Assessment Program-Alternate Assessment (MAAP-A) and achieve a level Passing or Proficient.
- Students who have met the criteria on their IEP for having a Significant Cognitive Disability (SCD) may participate in a program of study to earn the Alternate Diploma.

FOUR-YEAR COLLEGE ENTRANCE REQUIREMENTS SET BY THE MS INSTITUTION OF HIGHER LEARNING

English	4 Units
Mathematics	4 Units (Algebra I and 3 units higher)
Social Studies	4 Units
Science	4 Units (Biology and 3 units higher)
Business & Technology	1
Advanced Electives	2 Units (2 years of foreign language OR any combination of English, math higher than Alg. 1, science higher than Bio. 1, advanced elective category, or any AP course.)
Fine Art	1 Unit

VALEDICTORIAN AND SALUTATORIAN

The Valedictorian and/or Salutatorian of each DeSoto County High School must be enrolled in the school on or before September 1 of the student's junior year and attend the school for both the junior and senior school years.

The Valedictorian and Salutatorian must meet the Mississippi Institutions of Higher Learning entry requirements.

The valedictorian must have the highest overall weighted numerical average based on grades from freshman, sophomore, and junior years and the first three (3) terms of the senior year.

The salutatorian must have the second highest overall weighted numerical average based on grades from freshman, sophomore, and junior years and the first three (3) terms of the senior year.

Because the overall weighted numerical average must include three grading terms of the Senior year, students who choose to graduate a semester or more early will not be eligible to be considered for Valedictorian or Salutatorian.

GRADUATES OF DISTINCTION AND SPECIAL DISTINCTION

Graduates of Distinction (cum laude):

A "Graduate of Distinction" must have an overall weighted number average of 0 – 94 for fifteen (15) quarters. The student must meet the 24 credit graduation requirements.

Graduates of Special Distinction (magna cum laude):

A "Graduate of Special Distinction" must have an overall weighted numerical average of 95 or higher for fifteen (15) quarters. The student must meet the 24 credit graduation requirements.

Because the overall weighted numerical average must include three grading terms of the Senior year, students who choose to graduate a semester or more early will not be eligible to be considered a Graduate of Distinction or Special Distinction.

EARLY GRADUATION (IFG)

Early graduation involves the completion of all high school academic requirements in less than a traditional four-year program. Any high school student who will complete the number of Carnegie units and other existing standards required by both the state and the district prior to completing eight (8) semesters of high school work may petition to graduate early.

1. Students may petition the high school principal to graduate one semester early, and the principal may grant the request without board approval.
2. If a student requests to graduate more than one semester early, the principal must submit the request by December 1 of the current school year for board approval. The student must meet one of the following criteria to make the request:

- A non-Senior who will turn 18 before December 1st of the current school year.
- A student who has been retained in one or more grades.
- A student with a hardship situation (child, family, etc.)
- If none of these apply, the student must be on track to receive a traditional diploma with an academic endorsement.
- If there is an emergency situation and a request is made after December 1st, a district committee will review the request to determine if submission to the school board is warranted.

3. A student's plan may be terminated at any time due to academic, behavioral, or attendance issues.

SENIOR PRIVILEGES (JOAB)

Seniors are allowed two (2) college visit days per semester. The visits must be pre-approved by the principal or his or her designee, and documentation of the visits must be provided. A college visit will be documented as a school activity for attendance purposes.

Seniors may also enjoy the privilege of early release or late arrival if they meet the requirements as outlined in Board Policy JGFCB- Early Release- Late Arrivals. All seniors must be enrolled in two (2) courses all four terms.

EARLY RELEASE/LATE ARRIVALS (JGFCB)

Seniors must be enrolled in two courses all four terms. Seniors are eligible for early release and/or late arrival if they meet the following requirements:

- Must have met College or Career Readiness Benchmarks ACT sub scores of 17 in English and 19 in Math or earned a Silver level on ACT WorkKeys suite of assessments. For seniors that have not met the benchmarks, to qualify for early release (work release) students must meet the following requirements:
- Have a GPA of 2.5 and have passed or meet the assessment option requirements for all four end-of-course assessments AND
- Are on track to meet the diploma requirements AND
- Are concurrently enrolled in the appropriate Essentials for College Math or another mathematics course above their Junior year mathematics course and/or Essentials for

College Literacy or another English Language Arts course above their Junior level English Language Arts course OR

- Have a GPA of 2.5 and have passed or meet the assessment option requirements for all four end-of-course assessments AND
- Are on track to meet the diploma requirements AND
- Students meet postsecondary requirements for placement and are enrolled in ENG Comp I and/or MAT College Algebra or have previously earned credit for ENG Comp I and/or MAT College Algebra

If a student is released early and desires to return for extracurricular activities, he/she is allowed to do so.

Any student desiring early release or late arrival must have a signed parental permission form on file.

NATIONAL HONOR SOCIETY REQUIREMENTS

For entrance into NHS, a student must be a junior or senior and have earned an overall cumulative NGA of 95, non-rounded. Membership is open to those that have been enrolled at DCHS for at least one semester. Additionally, a student must have no disciplinary action. The student must maintain the grades and discipline requirements to continue membership once inducted.

EXTRACURRICULAR PARTICIPATION

Participation in athletics, band, choir, cheerleading, or any other school activity is subject to all rules and regulations set forth by the organization, DCHS, and DCS policy. Any questions concerning the eligibility for participation should be directed to the club sponsor, coach, or member of the administrative staff. For the previous school year, the student must have passed and received credits as follows:

- 6 credits, with a 2.0 GPA

GRADING POLICY (IHA)

GENERAL PROVISIONS FOR GRADING

Minimum Standards

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

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

Monitoring Student Progress

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

Teachers are encouraged to notify parents during each grading period if students do not meet minimum requirements. Progress Reports will be sent at week four or week five of the nine-week period.

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

The following guidelines apply to all subject areas:

1. The DeSoto County School District requires that the Mississippi College and Career Readiness Standards for Language Arts and Mathematics and the Mississippi Curriculum Frameworks for all other subject areas be included in the course scope and sequence.
2. High Quality Instructional Materials are utilized for instruction, ongoing progress monitoring, and assessment of standards mastery.

DESOTO COUNTY SCHOOLS GRADING SCALE

A – 90 – 100 B – 80 – 89 C – 70 – 79 D – 65 – 69 F – 0 – 64

Grading Policy for Grades 9-12

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

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

Exemption Policy (Grades 9-12)

Students in grades 9-12 may be exempt from end of course final exams for full credit and half credit courses if the following criteria are met:

1. The student has a ninety-five (95) or above semester/term average in the course;
2. The student has an eighty-five (85) or above average and does not have more than four (4) days/periods unexcused absences for final exams in full credit courses;
3. The student had an eighty-five (85) or above average and does not have more than two (2) days/periods unexcused absences for final exams in half credit courses;
4. Student has not been assigned to an Alternative Learning Center (ALC) for more than five (5) days, has not been suspended and/or placed in DeSoto County Alternative Center (DCAC) or the Juvenile Detention Center (JDC) at any time during the semester (August-December or January- May).

5. Excused absences will not impact course exemptions.

Grade Revisions

In accordance with House Bill 696 and State Board Policy 403, DeSoto County Schools will follow the following guidelines regarding the changing of student grades.

Any change of grades, other than the final grade, shall be addressed with the teacher who issued the grade and the building level administrator.

Any change of a final grade (as recorded on the cumulative folder or permanent record) shall be presented and approved by a panel consisting of, at a minimum, the teacher issuing the grade, the building level administrator, and a central office administrator.

Written documentation (which includes the signatures of all panel members) of all actions must be included in the cumulative folder and available for review by the Mississippi Department of Education. Any changes or corrections must be made on the cumulative folder and permanent record as required by the Mississippi Cumulative Folders and Permanent Records Manual of Directions.

DeSoto County Schools does not mandate or require the awarding of a minimum grade.

DROP-OUT PREVENTION (CREDIT RECOVERY) (IDCAB)

Credit Recovery Policy

Credit recovery is defined as a course-specific, skills-based learning opportunity for students who have previously been unsuccessful in mastering content/skills required to receive course credit or earn promotion. The goal of the credit recovery program is to prevent students from dropping out of high school.

DeSoto County Schools will implement a web-based curriculum program to provide extensive support for students in credit recovery, credit completion, remediation and intervention. The program will be aligned with the Mississippi standards. The program will provide diagnostic testing which prescribes an individualized study plan for each student as well as progress monitoring to ensure students achieve success as they move throughout the lessons.

Admission To or Removal From Credit Recovery

The purpose of credit recovery is to provide a second chance to obtain credit for courses, allowing students to remain on track for graduation. In order for students to be candidates for the program, the following criteria must be met:

1. Parental consent is required before a student can enroll in credit recovery.
2. A student may not participate in credit recovery if a grade below 50 was received for a course.
3. Any student who has passed a state subject area test, but did not receive credit in the course may participate in credit recovery.
4. Students shall not remain in a Credit Recovery Course for more than one year.

5. Only students who have failed a course may enroll in credit recovery to earn a passing grade of 65. The student must recover the credit within one (1) calendar year. Credit recovery cannot be used by a student that has passed the course to improve the students assigned course grade.
6. A student that has passed a subject area tested class but failed the assessment may enroll in credit recovery for remediation only.

Course Load

Students may enroll in no more than two courses simultaneously. Course work must be completed within one year for a full credit class and one semester for a half credit class. Upon completion of a course, a new course may be started subject to the participation criteria stated above.

Instruction

A web-based curriculum program featuring a multimedia-rich curriculum for grades K-12 will be used for instruction. The curriculum-software solutions is self-paced and customizable. Web tools for administrators and teachers give educators and programs the features they need to individualize instruction and manage student data. Web-based materials can be used as a core or supplemental educational program for a variety of target populations and situations. Web-based curriculum is designed to effectively improve instruction for all types of students at a variety of learning levels.

Grading

The credit recovery program was established to allow students to demonstrate mastery. In order for a student to receive credit for a unit, he/she must earn 65% mastery of the material in that unit. This sets the minimum grade for each course taken at 65.

COURSES OFFERED AT DCHS

BUSINESS DEPARTMENT

Personal Finance
 Business Law
 College and Career Readiness
 Exploring Computer Science
 AP Computer Science

FAMILY & CONSUMER SCIENCES

CTE Health
 Family Dynamics
 Nutrition & Wellness
 Child Development

SOCIAL STUDIES DEPARTMENT

Economics
 Dual Credit Economics
 MS Studies
 US History
 AP US History
 Dual Credit US History
 US Government
 AP US Government
 Dual Credit US Government
 Psychology

ENGLISH DEPARTMENT

English 9
 English 10
 English 11
 English 12
 Dual Credit Comp 1
 Dual Credit Comp 2
 SREB Literacy
 Oral Communications
 Creative Writing
 Acc. English 9,10

World History
AP World History
Sociology
Law Related Education
AP Economics
AP Psychology
AP Human Geography
AP European History

AP English 11,12
Gifted English 9,10

MATHEMATICS DEPARTMENT

Foundations of Algebra
Algebra I, II & III
SREB Math 9,12
Calculus
AP Calculus
Geometry
College Algebra/Trigonometry

FOREIGN LANGUAGE DEPARTMENT

Spanish I, II
Latin I, II

SCIENCE DEPARTMENT

Biology
Dual Credit Biology
Chemistry
Earth and Space Science
Environmental Science
Genetics
Human Anatomy & Physiology
Physics
Physical Science
Zoology I, II
Marine/Aquatic Science I, II

FINE ARTS DEPARTMENT

Theater I, II
AP Art I, II, III, & IV
Visual Art I, II
Music Theory
Ceramics
Photography
JV/Varsity Band
Color Guard
General Music
Drawing I
Painting

VOCATIONAL DEPARTMENT

Work Based Learning/DECA

PHYSICAL EDUCATION DEPARTMENT/ELECTIVES

Drug Education	Employability Skills
Physical Education	Health Education
Safety Education	ACT Prep
Driver's Education	Strategies for Success
ACT English	ACT Math
Local Culture	African American Studies
Travel and Tourism	

COUNSELOR'S WEBSITE

You can find information about the following:

- Graduation requirements
- Senior News (including scholarship information)
- Procedures (drop/add, attendance forms, and transcript requests)
- Career Planning Information (link to Choices)
- Learn Study Skills

<https://dchscounselors4.wixsite.com/dchs>

CLASSIFICATION OF STUDENTS (IEDB)

Senior (Grade 12)	Must have 18 credits; pass Eng. III, and be on track to graduate
Junior (Grade 11)	Must have 13 credits; pass Eng. II, Alg. 1, and 3 more core units
Sophomore (Grade 10)	Must have 6 credits, pass Eng. I, and 2 more core units
Freshman (Grade 9)	Has earned fewer than 6 credits

PROMOTION AND RETENTION (IHE)

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

The high school academic program in the DeSoto County School District requires four (4) full years or eight (8) semesters of work. Students may not take courses that are sequential in nature until the proper prerequisites have been successfully completed. (For example, a student may not take Algebra II without having passed Algebra I) Exceptions to this rule may be made for seniors who may be permitted to take two (2) sequential classes simultaneously.

The retention of a student for extracurricular purposes is prohibited.

DROPPING SUBJECTS AND CHANGING SCHEDULES

Dropping subjects and changing schedules will be done only through the guidance office or upon request of the principal. A change of schedule may be considered only in extreme cases.

Students transferring to DCHS from an out-of-district school may not enroll in full credit or state tested subjects if more than 25% of the days have been missed for the current term/semester.

Students may be removed from State Tested Subjects (Algebra I, Biology I, English II, U.S. History) at the discretion of the Principal. Criteria for removal may include: grades, attendance, behavior, or other special circumstances.

PROGRESS REPORTS

Progress reports can be accessed daily through Parent Portal. Usernames and passwords are available for this free service in the Guidance office.

MEDICAL

Administration of medication is foremost the responsibility of the parent. The first dose of any medication should be given at home in case there is an allergic reaction. The only medications that will be administered during the school day are those that are specifically ordered during that time. For safety reasons, schools are not responsible for keeping extra supplies of medication to give in case a dose is not given at home. The medication must either be given at home all the time or at school all the time. A responsible adult must drop off and pick up all medications. Medication will be counted and receipted with the adult and a school staff member. Prescription medication will only be accepted if it is in a pharmacy dispensed medication bottle with a current medication label that contains the student's name, name of the medication, how often it is to be given, the dosage, and the date of expiration. A completed medication authorization form, signed by the parent/guardian, is also required. These forms can be found online at www.desotocountyschools.org or your school website under "Required Forms".

It is at the principal's discretion if over-the-counter medications will be given at school. If over-the-counter medications are allowed, they must be in the original bottle and/or package with the dosing instructions on it. A completed medication authorization form signed by the parent/guardian and Healthcare Provider is required. Students are prohibited from carrying any medications on their person. School will not provide any medications or medicated ointments for students.

For questions regarding medication administration, asthma medication, epi-Pens, or diabetic medications, please refer to board policies JGCDC, JGCDA, and JGCDE.

ABSENCES AND EXCUSES (K-12) ***DeSoto County School Board Policy JBD***

Instructional Day

Pursuant to Mississippi Code 37-13-91, 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 for the period of time that the child is of compulsory-school-age. Mississippi Code Section 37-9-14(2)(u) states that School District Superintendents are "to comply in a timely manner with the compulsory education reporting requirements prescribed in Section 37-13-92(6)." The State Department of Education shall prescribe a uniform method for schools to utilize in reporting the unlawful absences to the school attendance officer.

The instructional day is therefore defined as a school day in which pupils are in regular attendance for scheduled classroom instruction for not less than sixty-three percent (63%) of the required instructional time, as fixed by the local school board for each school in the school district. The school board will review and approve the instructional time for each school in the school district annually prior to the beginning of the school year.

Each of the following shall constitute an excused absence:

1. Illness or injury which prevents the student from being physically able to attend school.
2. When isolation is ordered by the county health officer, the State Board of Health, or an appropriate school official.
3. Death or serious illness of a member of the immediate family, which includes grandparents, parents, brothers, sisters, stepbrothers, and stepsisters. The absences must be approved by the principal or his/her designee.
4. A medical or dental appointment documented with the proper excuse from the attending physician/dentist upon return to school.
5. Attendance at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness.
6. Observance of a religious event, with prior approval of the principal or his/her designee. (Approval should not be withheld unless, in the professional judgment of the principal or his/her designee, the extent of the absence would adversely affect the student's education.)
7. Attendance at an authorized school activity with the prior approval of the principal or his/her designee.
8. Participation in a valid educational opportunity, such as travel including vacations or other family travel, with prior approval of the principal or his/her designee.
9. An absence may be excused when it is demonstrated to the satisfaction of the principal or his/her designee, that conditions are sufficient to warrant the child's non-attendance. However, no absences shall be excused by the principal or his/her designee, when any student suspensions or expulsions circumvent the intent and spirit of the compulsory attendance law.

High School Students (9-12)

- Five (5) absences may be excused by a note from a parent/guardian. (Note must include student's legal name, date of absence, reason for absence, parent/guardian signature, and date note was written.)
- **Any** additional absence after the five (5) excused by a parent/guardian note **must** be excused by a note from a doctor or other documentation excusing said absence.
- Any documentation being given for excuse of absence(s) **must** be submitted to the principal or his/her designee within two (2) school days of returning to school, unless granted an exception by the principal for extenuating circumstances.
- When a student has exceeded five (5) unexcused absences, the Desoto County Attendance Officer shall be notified in writing within two (2) days by the school principal or his/her designee.

Make-up Work Policy

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

For example, if a student is absent from school for one (1) day, the student has one (1) day to complete the required make-up assignments. If the student is absent for five (5) days, he/she will have five (5) days to complete his/her make-up work. If the student is absent for twelve (12) days, the student has five (5) days to complete the missed work.

The principal has the discretion to allow additional time or limit the number of required assignments in extreme situations.

MS COMPULSORY SCHOOL ATTENDANCE LAW (JBA)

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

A "truant" is a student who is absent without a valid excuse as identified in Policy JBA, Compulsory School Attendance.

"Truancy" also includes absence without permission from any class, study hall or school-related activity for which a student is scheduled during the school day.

Disciplinary action shall be taken against students who are truant. Continued truancy may lead to academic failure, placement in the alternative school program and/or suspension or expulsion from the regular and/or alternative school programs.

Reports of truancy shall be made in accordance with the Mississippi Compulsory School Attendance Law (MS CODE '37-13-91) and Policy JBA. The Mississippi Public School Accountability Standards for this policy are standards 10 and 11.

TARDY DISCIPLINE POLICY

5 Tardies	Verbal Warning and Parent Contact
10 Tardies	1 day of ASD or 1 day of ALC
15 Tardies	2 days of ALC with MPC & Behavior Plan
20 Tardies	1 day Suspension
25 Tardies	2 day Suspension
30 Tardies	3 day Suspension with Hearing

- * Principal/assistant principal determines consequence.
- * Tardies are recorded per semester.
- * If students have excessive tardies for not arriving at school on time, his/her driving privileges can be revoked.

ARRIVAL & DISMISSAL PROCEDURES FOR STUDENTS

Arrival:

- Students who walk to campus are to enter the school building through the main entrance in front of the school. (Not the 9th Grade entrance)
- Students who drive to school or ride with another student who drives to school, will enter the school through the gym entrance. Students upon getting out of their vehicle must enter the school building. Students are not allowed to move from vehicle to vehicle.
- Students dropped off at school will go through the car rider line and enter the gym entrance. Students are not to be dropped off in any other location except the car rider line. This includes but is not limited to: Behind the band hall, in front of the ninth-grade building, at the school entrance form Central Parkway, in front of the main building, or in the student parking lot.

Dismissal:

- Students who walk home should exit through the following doors and leave the school grounds immediately:
 - Ninth Grade building exits through the doors at the bottom of the stairs in ninth grade. This will put them on Central Parkway side of the ninth grade building.
 - Hallway A and Hallway D should exit out the end of their respective hallways.
 - Hallways B and C should exit out the front doors to the main building.
 - E10, Gym, Choir, and Band should exit out the dock doors located in the gym lobby.
- Car Riders and student drivers should:
 - Hallways B, C, and G should exit through the PAC walkway to the student parking lot.
 - All other car riders or drivers should exit out the gym doors to the student parking lot.
 - Students who have a permit to park in the front parking lot, and students riding with them, may exit through the front doors of the school building.
- Bus Riders are not to leave their classroom till Bus riders are dismissed. They are to exit the front of the building and go straight to their bus.

***** Students are not to be picked up anywhere on campus except the designated area for car riders, which is listed above. This includes but is not limited to: Behind the gymnasium, behind the band hall, behind the cafeteria, in front or beside the ninth-grade building, or in front of the main building. (If you can't see the student parking lot, you're in the wrong area) *****

DISMISSAL/CHECK-OUT PROCEDURE

After arriving on campus, no pupil is to leave the school ground for any reason during the school day except when checked out by the parent or with permission from a principal. Students may not check out for lunch. **NO STUDENT WILL BE ALLOWED TO CHECK OUT OF SCHOOL WITH A NOTE OR OVER THE PHONE.** Parents must come to school and check the student out in the office.

During exams, classes will not be interrupted for check outs. Check outs will only take place during the last 15 minutes of the class.

Any person checking out a student can be asked to provide identification. This may be done at the time of dismissal or can be done in advance of the date if needed. Since dismissal from school constitutes an absence, it should be requested only in the case of extreme emergency.

In case of illness, if the school is unable to contact parents/guardian and the emergency warrants such, the school reserves the right to have the student transported to a competent doctor or hospital.

PERMIT TO LEAVE SCHOOL

Seniors (after 2nd block) may be granted a work permit upon receipt of a written application from a parent. **Students are expected to leave at the time designated on the permit and not return during school hours.** Students who fail to abide by this policy will have their permit revoked and will be scheduled into a class.

In addition, work permits may be revoked and academic interventions may be required if satisfactory grades and progress reports are not maintained.

CODE OF DISCIPLINE GRADES 9-12 (JD)

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

LEVEL I

1-1 Tardiness

1-2 Running and/or making excessive noise in the hall or building

1-3 Inappropriate personal contact including but not limited to pushing and shoving, inappropriate gestures and public displays of affection, recklessness, or any inappropriate contact which does not result in physical harm, or any additional contact which the principal determines to be in this level.

1-4 In an unauthorized area without pass (hall, etc.)

1-5 Dress code violation

*1-6 Displaying any behavior which is disruptive to the orderly process of education.

DISCIPLINARY ACTION

First Violation

Minimum: Teacher–Student Conference

Maximum: Teacher–Student–Parent Conference

Repeated or Flagrant Violation

Minimum: Teacher–Student–Administrator-Parent Conference (Home Suspension)

Maximum: Corporal Punishment, in-school suspension, detention, and/or school suspension

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

LEVEL II

*2-1 Leaving the school grounds without permission

*2-2 Skipping Class

*2-3 Insubordination - refusal to follow written or verbal school rules after receiving specific directions from a person in authority including, but not limited to breaking school or classroom rules, failure to respond to staff request, refusal to complete assigned task, or exhibiting disrespect towards adults

*2-4 Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. This includes possession and/or use of any electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including but not limited to electronic cigarettes, vapes, vaporizers, cigars, pipes, hookahs, or any device that delivers nicotine or other vaporized liquids to the person inhaling from the device.

*2-5 Exhibiting any hostile physical or verbal actions

**2-6 Unauthorized and/or inappropriate use of electronic devices (as defined in Board Policy IJBA).

2-7 Cheating on tests or exams (The grade of “0” will be assigned regardless of other punishment).

DISCIPLINARY ACTION

First Violation:

Minimum: Administrator-Conference, ALC, mandatory student-parent-administrator conference, corporal punishment

Maximum: School Suspension (one to three days)

Repeated or Flagrant Violation

Minimum: School Suspension (three days)

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

*Students who, after having a student-teacher conference, a teacher-student-parent conference,

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

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

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

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

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

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

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

***In a “cell phone incident,” any student who refuses to hand over a cell phone to a school employee will receive a three day School Suspension and the student could lose phone privileges for the remainder of the school year. If the phone is passed off to another student, both students will be suspended and both phones will be taken.**

Any unauthorized audio/video recordings or pictures that may pose a threat to safety, personal privacy, or the integrity of the educational process, will result in the confiscation of the electronic device and may lead to a 1-3 day School Suspension pending a Disciplinary Hearing.

LEVEL III

3-1 Fighting

3-2 Gambling

*3-3 Theft of personal and/or school property

3-4 Acts which threaten the safety and well-being of students and/or staff: engaging in any behavior (by word or act) that encourages, incites, or instigates threatening or aggressive acts which can create the risk of harm to another person.

3-5 Extortion – use of intimidation, coercion or force

*3-6 Vandalism of personal and/or school property

3-7 Using profane, obscene, indecent, immoral, or offensive language and/or gestures

and/or possession of obscene, indecent, immoral, or offensive materials
3-8 Sexual conduct, including unwelcomed sexual contact, or recording and/or transferring sexually suggestive images through personal electronic devices
3-9 Bullying (as defined in Board Policy JDDA)

DISCIPLINARY ACTION

First Violation:

Minimum: School Suspension from one to three days, ALC, corporal punishment
Maximum: School Suspension (three days), report to authorities when applicable

Repeated or Flagrant Violation

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

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

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

LEVEL IV

- 4-1 Possession, use or under the influence of alcohol, synthetic drugs, counterfeit drugs, illegal drugs, narcotics, controlled substance(s) or paraphernalia.
- 4-2 Assault on a student. Assault is defined as purposely or recklessly causing or attempting to cause bodily injury (including pain or discomfort) to another.
- 4-3 Assault on a school employee. Assault is defined as purposely or recklessly causing or attempting to cause bodily injury (including pain or discomfort) to another.
- 4-4 Directing profanity, vulgar or threatening language, and/or obscene gestures toward a staff member.
- 4-5 Participating in sexual activity including but not limited to sexual intercourse, sexual contact or exposing intimate body parts while attending a school-sponsored or school-related activity on or off school property.

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

DISCIPLINARY ACTION

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

LEVEL V

5-1 Possession and/or use of a weapon as defined in MS CODE § 97-37-17. Weapons possession on educational property. The definition of weapon for the sake of this policy also includes any instrument used as a weapon which is capable of causing death or serious physical injury. Also, any toy or look-alike weapon that looks enough like an authentic weapon to be reasonably mistaken as authentic. Examples of weapons include, but are not limited to guns,

rifles, pistols, toy guns, knives, toy knives, craft knives, utility tools, scissors, air or gas operated weapons, AirSoft pistols, BB guns, air rifle, air pistol, daggers, slingshots, razors, dynamite cartridges, bombs, grenades, mines, etc.

DISCIPLINARY ACTION

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

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

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

DISCIPLINARY ACTION

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

Maximum: Expulsion

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

DISCIPLINARY ACTION

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

Repeated: Assignment to the DeSoto County Alternative Center

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

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

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

DISCIPLINARY ACTION

Students found to have made threats of violence or harm against district property, students, employees or others will be subject to expulsion from school for a period of not less than one

year (under certain circumstances expulsion can be from the student's assigned school to the Desoto County Alternative Center)

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

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

DUE PROCESS

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

DISCIPLINARY HEARINGS

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

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

ALTERNATIVE PLACEMENT PROCEDURES

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

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

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

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

FELONY CHARGES AND CONVICTIONS FOR OFF-CAMPUS CONDUCT

If a student commits a crime off campus and is formally charged with a felony or an act that substantially disrupts or has the potential to disrupt the educational process the student will be recommended for reassignment or expulsion.

LEVELS III, IV, AND V OF DISCIPLINE CODE

In addition to these penalties, provision of the Mississippi Criminal Code is applicable to illegal behavior. Principals are required to report illegal activities to the police.

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

SUSPENSIONS

Pupils may be suspended at the discretion of the principal for improper conduct. All suspensions must be reported to the parents and Superintendent, in writing to include reasons, and subsequently by the Superintendent to the Board at the next regular meeting.

REQUIRED PARENT CONFERENCE (RPC)

A RPC is a required meeting between the student, parent, and appropriate administrator to discuss the problem/concerns. This meeting must occur before the student is allowed back to class. It may be cleared on the day assigned if the appointment can be scheduled or the following morning, thereby eliminating the student's loss of class time.

SCHOOL SUSPENSION

A School Suspension is for a period of one to three days. In most cases, a RPC should be issued prior to this action. **During the time of the suspension, the student is prohibited from**

coming to school and from attending any/all extracurricular activities. It is the student's responsibility to get his/her make-up work from the teachers.

SCHOOL SUSPENSION WITH DISCIPLINARY HEARING

A School Suspension with Disciplinary Hearing is a suspension from school imposed by the principal or his/her designee pending a hearing and possible additional punishment by an appropriate hearing officer.

LOSS OF EXTRA-CURRICULAR PRIVILEGES (RESTRICTED LIST)

The following behaviors may result in the loss of extra-curricular privileges:

- Misconduct at any event sponsored by a DeSoto County School
- Multiple level 1 or 2 infractions and/or any level 3,4, or 5 infraction of DCS Code of Discipline
- Any behavior that the principal deems a threat to the safety of others
- Students assigned to ALC for 5 or more days
- Any student that has been suspended, assigned to DCAC, or has been arrested for a crime off campus.

CORPORAL PUNISHMENT

The DeSoto County Board of Education recognizes corporal punishment as a method that may be used in controlling student behavior, usually after other methods have been tried in correcting the undesired behavior.

A parent should submit a written statement including phone numbers, if his/her child should not be paddled.

ALTERNATIVE LEARNING CENTER (ALC)

Students may be placed in ALC, which is an in-school-center, by a principal for any period of time deemed appropriate. ALC is an in-school-center located on the campus of DCHS. The student is placed in isolation and all work from their regular classes is sent to them. Students are required to finish their class work in ALC; completed work is sent back to the teacher to be graded. Students who are placed in ALC will be required to take their exams. Students are not counted absent from school when placed in ALC.

BUS POLICY (JCDAD)

Riding the school bus is a privilege. This privilege can be denied pupils by suspending them from riding the bus for improper conduct. Any act of misconduct which would interfere with the driver's ability to operate the bus safely will not be tolerated. All rules and regulations which students must obey at school also must be obeyed on the school bus.

STUDENTS ARE TO COMPLY WITH THE FOLLOWING RULES:

1. Ride assigned bus only and get off bus at assigned stop.
2. Be ready each morning at the scheduled time and place for the bus to arrive.
3. Always look in both directions and pass in front of the bus if necessary to cross the road or street to mount the bus or after dismounting the bus.
4. Wait until the bus comes to a complete stop before trying to load or unload.
5. Be quiet when the bus is nearing and crossing a railroad and/or highway.

STUDENTS ARE NOT TO:

- | | |
|---|---|
| 1. Play on the road while waiting for the bus. | 7. Strike or threaten the bus driver |
| 2. Put head or hands out of bus windows | 8. Mar or deface bus |
| 3. Ride outside of the bus | 9. Carry deadly weapons |
| 4. Use profane language or make vulgar gestures | 10. Make excessive noise |
| 5. Smoke or use intoxicants | 11. Throw objects |
| 6. Fight or tussle | 12. Commit any other act of improper conduct |
| | 13. Use of electronic devices on school bus is prohibited |

NOTE: The driver is empowered to enforce the regulations by reporting all violations to the principal. If any student persists in disobeying any of the regulations and rules of good conduct, school officials may suspend or expel the disobedient student.

In addition to these penalties, provisions of the Mississippi Criminal Code are applicable to illegal behavior. Principals are required to report illegal activities to the police. The DeSoto County Board of Education permits individual schools to adopt additional regulations, governing actions not covered by the Uniform Code of Conduct. However, such additional regulations may neither substitute for nor negate any of the provisions, or the spirit or intent of the Conduct Code, and must be approved in writing by the Superintendent of Education

STUDENT BEHAVIOR

1. Students are not allowed to show a public display of affection (PDA), including no arm-in-arm, no hugging, kissing, etc.
2. Students who use their car to skip any part of the school day will receive the usual consequences for skipping school and will be placed on driving probation. A second skip will cause the permit to be revoked for the remainder of the year.

3. Plagiarism will result in a grade of “0” on the assignment.
4. No credit shall be given to the student for any work accomplished in a semester during which he/she is expelled.
5. No student may sell candy or any other products not sponsored by the school on the school campus, school bus, or at any school function.
6. Students are not to bring toys, radios, beepers, tape recorders, stereos, CD players, iPods/Mp3 players, laser pointers, etc., to school without special permission from the administration. Such items will be confiscated and consequences issued according to the Code of Discipline in the preceding pages.
7. Students shall not be allowed to use the elevator for personal use without written permission from an administrator.
8. No student shall be allowed to carry a knife, or any other article that can be construed as a weapon, on the school grounds or school bus. **This includes wallet chains, studded bracelets/wristlets, over-sized belt buckles, and other items at the principal’s discretion.** No beads are allowed, except for girls’ jewelry. Failure of a student to abide by this policy may result in the immediate suspension of the said student

OTHER RESTRICTED ITEMS

The following items are not allowed on the DeSoto Central High School campus. Students will face disciplinary actions (a minimum of insubordination) if they bring any of these items to school. DCHS is not responsible for lost and/or stolen restricted items or the investigation of its whereabouts.

This list is not all-inclusive.

- | | | |
|------------------------|------------------------|----------------------|
| Fireworks | Laser Lights | Stink bombs |
| Noise-making devices | Toys | Water pistols |
| Cigarette lighters | Counterfeit drugs | Bandanas |
| Vaping Devices | Look-a-like weapons | Dice/Playing Cards |
| Outside Drinks | Fast Food Items | Blankets |
| Pillows | Stolen property | Skateboards |
| Matches | Personal defense spray | Gang Paraphernalia |
| Pornographic materials | Stink spray | House shoes/slippers |

DRESS CODE (JCDB)

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

It is virtually impossible to formulate a set of regulations that adequately covers every detail of proper grooming. Violations of the Dress Code will be dealt with in accordance with the DeSoto County Schools Code of Discipline.

Accessories

1. No article of clothing, jewelry, visible tattoos, or any other fashion accessories that display words or symbols that advocate or depict the following will be acceptable:

- Dress (to include clothing, jewelry, and visible tattoos) that promotes, depicts, threatens, or in any way affirms, explicitly or implicitly, words or symbols that are lewd, offensive, vulgar, obscene, violent, profane, advertise weapons, alcoholic beverages, drugs, or other substances is strictly prohibited.
- Dress (to include clothing, jewelry, and visible tattoos) that displays words or symbols identified as commonly recognized by gangs or that communicate gang affiliation. Gang affiliation, whether expressed or implied, using words or symbols, is prohibited.
- Dress (to include clothing, jewelry, body art, and visible tattoos) that depicts or displays words or symbols that are disruptive, inappropriate, distracting or deemed to be a possible disruption to the educational/instructional process. Hate speech, profanity, and pornography are prohibited.
- Jewelry, including facial or body piercings that are actually or likely to be disruptive, distracting, or deemed hazardous to the safety of students.
- Student clothing deemed disruptive to the school day by the building principals is prohibited.

Head

2. Wearing headgear is prohibited in the building. This includes, but is not limited to, caps, hats, hoodies, hoods, bandanas, wave caps, sunglasses, tiaras/crowns, ski masks, balaclava helmets, or any other head covering. School administration can make exceptions to this rule for religious, medical, or other reasons.

3. Hair must be neat, clean, and worn in a manner that does not interfere with vision or cause a disruption in the school.

Upper Garments

4. No tank tops, halter tops, strapless tops, spaghetti straps, or bare shoulder tops are allowed. Blouses, shirts, and tops not made of opaque (non-see through) material and exposing any portion of the waist, hips, torso, or midriff are prohibited. (If you raise your arms and the stomach shows or sit down and the lower back is revealed, the top is inappropriate.) Other blouses, shirts, and tops that are not appropriate for school include but are not limited to low-cut, see-through, backless, or tube tops.

Lower Garments

5. No sagging shorts, skirts, or pants are acceptable. Waistlines of shorts, skirts, and pants must be worn on or above the hips/waist. Students must wear sufficient underclothing, which must be worn appropriately and not exposed at or below the waistline.

6. All pants must be worn fitted to the waist, with or without a belt. Pants should fit appropriately.

7. Hems of shorts, skirts, and dresses must not reach above *mid-thigh on a student unless tights, leggings, or another garment are worn and visible underneath.

8. Skirts, dresses, pants, or other outer garments with slits above *mid-thigh are not acceptable unless tights, leggings, or other approved garments are worn and visible underneath.

9. Pants with rips, holes, tears, or frayed fabric that expose undergarments above *mid-thigh are unacceptable unless tights, leggings, stockings, or other approved garments are worn and visible underneath.

10. Spandex pants, jeggings, leggings, yoga pants, exercise pants, and tights may not be worn without an appropriate opaque (non-see through) dress, shorts, skirts, sweater, or top that covers them to the *mid- thigh or longer in both front and back.

11. Any clothing that is sheer, see-through, mesh, and exposes the midsection, back, chest, or other areas that are considered private is strictly prohibited.

Footwear

12. Shoes must always be worn. Inappropriate footwear includes but is not limited to roller skates, skate shoes, and bedroom slippers/house shoes.

Exceptions

13. Costume wear (including tails, ears, masks, hats, etc.) is not allowed to be worn except on special days designated by school administration.

14. No pajamas, blankets, or sleepwear of any kind can be worn at school except on special days designated by the school administration.

15. Coaches, physical education classes, or any organized athletic groups can ban all jewelry for safety reasons and in violation of the Mississippi High School Activity Association regulations.

Administration Autonomy

The local principals or their designee have the autonomy and discretion within the boundaries of this policy to interpret and apply this policy and determine the appropriateness of student school dress and any consequences, including any discipline. Students must adhere to the dress code policy. The administration holds the authority to require a change in clothing if attire is deemed inappropriate. The administration can make exceptions for school-wide events like spirit days and other similar celebrations while maintaining the autonomy to address specific items or styles not listed in the policy that may disrupt or threaten the school environment.

*Mid-thigh is defined as when a student is in the standing position, measuring halfway from the top of the leg (the crease your hip makes when seated) to the top of the knee.

The principal's notification at the beginning of the school year serves as the students' only warning.

1st Violation:	Documented Warning with corrected dress code
2nd Violation:	Required Parent Conference (RPC)
3rd Violation:	ALC (1 day)
4th Violation:	ALC (3 days)

Repeated Violations may result in a suspension (3 days) and a disciplinary hearing.

SECTION 504

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

No discrimination against any person with a disability will knowingly be permitted in any of the programs and practices of the DeSoto County School System.

FREE APPROPRIATE PUBLIC EDUCATION

DeSoto County Schools will provide a free appropriate public education to children ages 3 through 20, with a disability who, by reason thereof, need special education and, as appropriate, related services as defined under Part B of the Individual with Disabilities Education Improvement Act of 2007 (IDEA), Mississippi statutes, and the Mississippi Department of Education policies. A free appropriate public education will be provided to students with disabilities residing within the jurisdiction of the district and who are enrolled in the DeSoto County School District.

VISITORS (KM)

Visitors with legitimate reasons for coming to the school are welcome in any of the DeSoto County District Schools.

The following regulations shall be observed during the visitation:

1. All visitors must immediately report to the principal's office (including news media).
2. If the principal has any reason to question the legitimacy of the visit, the superintendent's office shall be consulted.
3. Teachers shall not be interrupted while teaching except for emergencies.
4. Pupils from other schools and pre-school children are not allowed unless specifically invited

and pre-arranged through the principal's office.

5. News media must be granted permission by the Superintendent or his/her designee before they enter a school campus or they will be considered trespassing and are subject to fines and/or arrest.

All visitors are to report to the office of the principal upon arrival on the school campus. Under no circumstances should a person enter the building except through the main office. Students will not be permitted to bring visitors to the school during the regular school hours. Only students registered at DCHS will be permitted to enter the classroom during regular school hours.

DESOTO COUNTY NON-DISCRIMINATORY POLICY (BAAB)

The DeSoto County School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

Compliance Coordinator
Office of Associate Superintendent of Human Resources
DeSoto County Schools
5 East South Street
Hernando, MS 38632
662-429-5271

The Compliance Coordinator has been designated to address all inquiries regarding the following Federal policies:

Title VI – race, color, ethnicity, and national origin
Title IX – sex and pregnancy
Section 504 of Americans with Disabilities Act
Title II
Age Discrimination Act
Boy Scouts

After initial investigation, all inquiries shall be directed to the appropriate person(s). A thorough investigation shall be conducted in accordance with DeSoto County School Board Policy GAF: Staff Grievances and Complaints.

EQUIPMENT/INTERNET RESPONSIBILITY STATEMENT

A child enrolled in DeSoto County Schools will have the opportunity to use a computer for class activities, research, and Internet functions. DeSoto County Schools' computers are equipped with filtering software in an effort to prevent contact with inappropriate sites. When your child uses the equipment, the following behaviors will not be tolerated:

1. The pirating of software
2. Damaging or abusing any equipment
3. Printing, accessing, or installing any obscene or dangerous materials on the computer
4. Exposing any DeSoto County computer to a virus
5. Changing any records or permanent operating system files
6. Bringing any personal software and using on school computers
7. Sending/receiving unauthorized e-mails

POSSESSION AND USE OF ELECTRONIC DEVICES

At DCHS, policies and procedures of DCS are followed if electronic devices are misused, become a distraction to the academic environment, or negatively impact the instructional process. (See DCS Code of Discipline K-12—Level II.) However, in an effort to prepare our students for the world of college or career, DCS has created a policy to govern the possession and positive use of electronic devices for instructional purposes at school.

Possession and Use

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

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

Prohibitions

Electronic devices shall not be used in any way that violates district policy or that threatens, humiliates, harasses, or intimidates school-related individuals, including students, employees, and visitors; or violates local, state, or federal law.

Use of electronic devices on school buses is prohibited.

Electronic devices may not be used during the administration of tests mandated by the Mississippi Assessment System, unless specifically allowed by law.

All notebooks, netbooks, and MacBooks must have antivirus software installed with updates activated, if applicable.

Streaming of any audio or video must be reserved for classroom activities only. Cloud based music and videos personally owned by a student are not allowed.

Tech support will not be provided for student owned devices.

Confiscation

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

Potential Disciplinary Actions

All violations will be subject to the disciplinary actions for possession of electronic equipment/device as listed in School Board Policy JD (Code of Discipline K-12).

A campus administrator, in the exercise of reasonable discretion in response to student misbehavior, abuse of the privilege, or other reasonable cause, may deny or cancel the privilege of possessing an electronic device.

Security of Devices

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

Prohibitions on Audio Recording

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

**TECHNOLOGY AND INSTRUCTION/ELECTRONIC
INFORMATION RESOURCES (IJ)**

Technology and Instruction/Distance Learning

Terms

All users of district provided laptops, tablets, or other personal computing devices will comply at all times with the DeSoto County School District Technology policies. Any failure to comply may result in termination of user rights of possession effective immediately and the District may repossess the device. Any lost, stolen and damaged devices must be reported to school authorities immediately.

Title

The District has legal title to the property at all times. The user's right of possession and use is limited to and conditioned upon full and complete compliance with this agreement, the DeSoto County School District Technology policies, and all District policies and procedures.

Loss, Theft or Full Damage

If a device is stolen, the parent/guardian (in the case of a student) should immediately notify the school administration. At that time, the user or the parent/guardian will be required to file a police report. Once a police report has been filed, the district, in conjunction with the local law enforcement agency may deploy locating software to aid authorities in recovering the device. It is imperative that a lost or stolen device be reported immediately. If the stolen device is not reported within three calendar days to a district school administrator, the employee or parent/guardian will be responsible for full replacement cost.

If a device is damaged, lost or stolen as a result of irresponsible behavior, the user or the parent may be responsible for the full replacement cost. The user or the parent/guardian will be responsible for full replacement cost of the device if not reported to district personnel within three calendar days of missing or damaged device.

In the event that a device is damaged, lost, or stolen, the user will be assessed a deductible for the repair or replacement of the device. A chart listing replacement cost is included in this policy.

Students who leave the district during the school year must return all devices and additional accessories to the school administrator.

Repossession

If the user does not fully comply with all terms of this agreement and the DeSoto County School District Technology policies, including the timely return of the property, DeSoto County School District shall be entitled to declare the user in default and come to the user's place of residence, or other location of the property, to take possession of the property.

Terms of Agreement

The user's right to use and possession of the property terminates no later than the last day of enrollment unless earlier terminated by the DeSoto County School District or upon withdrawal from DeSoto County Schools.

Unlawful Appropriation

Failure to timely return the property and the continued use of it for non-school purposes without the DeSoto County School District's consent may be considered unlawful appropriation of the District's property.

Fees for Device Use

Use and Maintenance Fees

- Parents/Guardians shall pay a non-refundable annual support fee of \$25.00 for students grades 6th-12th for the use of a DeSoto County School electronic device. This fee is to be assessed once per school year.

- The annual fee can be paid online through a link on the district's website or at the school.
- For damage that occurs to any district device there will be a required deductible to cover damage by incident (i.e. 1st damage, 2nd damage) AND by incident type (i.e. cracked glass, broken LCD, bent frame, etc.).
- If the device is lost, stolen, or totally damaged as a result of irresponsible behavior, the person the device is issued to may be responsible for the replacement cost. A police/sheriff report will be required for all stolen devices.
- District may disable the device remotely to protect the device and/or data on the device.
- Seniors must clear all records and pay all fees before they shall be allowed to participate in commencement exercises.

Damaged Devices

Any damage must be reported to school authorities immediately. Power adapters, and sleeves, case and hotspots must be returned to DeSoto County Schools or paid in full.

Deductibles- Fees

- First damage occurrence: \$50.00 deductible to cover damage.
- Second damage occurrence: \$50.00 deductible plus 25% of the repair cost to repair the laptop and possible loss of take home privileges.
- Third damage occurrence: \$50.00 deductible plus 50% of the repair cost to repair the laptop and loss of take home privileges.
- Fourth damage occurrence: Fair market value to repair the laptop or tablet.
- Full replacement cost for; adapter \$50.00, case \$25.00, hotspot \$84.00

Handling and Care

- Keep the device in the district-issued or approved sleeve and case if provided.
- Keep the device and sleeve free of any writing, drawing, stickers, or labels that are not applied by DeSoto County Schools.
- Use the device on a flat, stable surface.
- Do not place books on the device.
- Do not have food or drinks around the device.
- Wipe surfaces with a clean, dry soft cloth.
- Avoid touching the screen with pens or pencils.
- Do not leave the device exposed to direct sunlight or near any heat or moisture sources for extended periods of time.
- Do not remove bar code or existing labels that are on the device.

Power Management

- It is the user's responsibility to recharge the device's battery so it is fully charged by the start of the next school day.
- Devices with no battery life must be charged in the classroom. The student may be required to forfeit use of the device for the entire time it takes to charge it.
- All class work missed because of uncharged batteries must be made up on a student's own time.

Transport

- Transport the device in its protective case and sleeve.
- Do not leave the device in a vehicle for extended periods of time or overnight.
- Do not leave the device in visible sight when left in a vehicle.

Monitoring and Supervision

- Do not leave the device unattended in an unlocked classroom or during an extracurricular activity.
- Do not lend the device to a classmate, friend, or family member. If any person damages the device it will be the user's (parent/guardian in the case of a student) responsibility, and the damage cost policy will be in effect.
- Any attempt to "jailbreak" or remove the DeSoto County School District profile could result in disciplinary action, including suspension.
- Students are responsible for the safety and security of the device and any activity on the device.

User Data

All users are responsible for keeping backups of important data. If a device has to be repaired there may be a need to reset it to the original settings. The technology department will not be responsible for any user data that might be lost as a part of the process.

Help and Support

Each school will have a designated Distance Learning Support Person. An online help ticket will need to be filled out and submitted.

Use of Personal Laptops and Tablets

In grades where students are issued a laptop or tablet by the district, students will not be allowed to use their personal laptops or tablets in place of a district device. The goal of the 1:1 initiative is to provide every student with the same device. If a parent refuses a device for home use, the student will be required to check out a device at school for use each day in class. The district is not able to provide support or install software in personal devices; therefore the use of personal devices is not a viable alternative to a district provided device.

STUDENT FEES, FINES AND CHARGES

STATE-OWNED TEXT BOOKS

Textbooks for pupils are provided by the state. State-owned books are issued at the beginning of the school term/semester and returned at the close of the course. Students should see that their books are not abused, as a fine will be charged for any state-owned book that shows unnecessary wear. In case a new book is lost, the list price of the book must be paid. Students will be required to purchase another textbook after a two-week period without a book. Charges for lost books will be adjusted on the basis of age and use. Refunds for return of lost books will be made, less a \$1.00 processing charge. The school will be happy to accept checks for the amount of workbooks, fees, etc. We will not be able to cash checks and provide change for students. Returned checks must be cleared with cash.

AUTOMOBILE USE

Driving on school roads and parking on school property is a courtesy offered to students and others approved by the School Board. The parking facilities located at the various school district buildings are not public parking areas and are to be used for school purposes only. School purposes include attendance at school, activities, or other school-authorized activities which occur before or after the regular day. Violators will be charged with trespassing and/or vehicles towed at owner's expense. School administrators obtaining suggestions from local law enforcement officials, shall establish rules and regulations to assure traffic safety. The DeSoto County School District shall not assume any responsibility for damage to vehicles. Students shall not sit in or upon vehicles parked on the school campus. Students shall be responsible for locking their vehicles upon arrival since the school district shall assume no responsibility for any loss. **Failure to abide by vehicle regulations may result in the loss of the right to bring a vehicle to school or other disciplinary action.**

STUDENT PARKING

All students should park in the South student parking lot. Unauthorized parking may result in the vehicle's being towed away at the driver's expense.

PARKING PERMITS

Students who bring a vehicle onto campus must have a Parking Permit. The cost of this permit is \$5.00, which pays for the upkeep of the parking areas. Replacement permits are also \$5.00. Student parking in an alternate location may be available for a different fee. Students who bring a vehicle onto campus must follow these guidelines:

1. Students must have a valid driver's license and proof of auto insurance. Both of these must be shown when registering vehicles.
2. All vehicles brought onto campus must be registered with the office.
3. All vehicles must have a permit displayed from the rear-view mirror.
4. All vehicles must be parked in the proper area.
5. Students may not go to vehicles during school hours without written permission from the administration.
6. All vehicles must be driven safely and responsibly. Squealing tires (etc.) is prohibited.
7. Students must lock their cars and leave the parking lot immediately upon their arrival at school.
8. Loud or obscene/profane music is not permitted.
9. Anyone parking on campus without a permit, parking in a restricted area, driving recklessly on campus, or using a vehicle to skip school or aid another student in skipping school will be subject to disciplinary action from the DCHS administration.

Repeated tardiness to first period by drivers can result in loss of driving privilege. Students who do not follow these rules will have their permits suspended or revoked, and will receive a school suspension. Applications for parking permits are available in the main office.

TELEPHONE

The office phones must be kept open for incoming calls at all times. Students will not be permitted to use the office phones for personal use—EMERGENCIES ONLY—at the check-out office.

LUNCH

Students may pay in advance for lunch daily, weekly, monthly to the cafeteria. Parents may pay online at www.mealpay.com or by calling 1-800-607-4385. Parents may check their child's account by either method. Approved free and reduced lunch will be handled in the same manner.

DELIVERIES TO STUDENTS

To respect and guard instructional time, students will not be called from classes throughout the day to pick up items dropped off for them in the office. If a parent discovers that his/her child left something at home, the item can be dropped off in the front office for the student to pick up between classes. Students will be notified to pick up the item(s) during the next class change. Balloons, etc. for special occasions will be held in the office until the end of the school day. Because of regulations of the federal lunch program, dropping off lunch for students is prohibited. Also, deliveries from Door Dash, Uber Eats, Grubhub, etc. will not be allowed to students.

RESPONSIBILITY AFTER SCHOOL

Unless under the direct supervision of a staff member of DCHS, students are expected to leave campus immediately after school. If students remain on campus unsupervised, their parents are responsible for them.

SOLICITATION BY STUDENTS

The participation of the DeSoto County Schools in the collection of money for various charitable and welfare purposes shall be subject to approval by the principal. All sales and money collection must be approved by the principal. Fund-raising activities are restricted to school organizations only.

OATH OF ALLEGIANCE TO THE U.S. FLAG

From and after July 1, 2002, the school boards of all public schools of this state shall require teachers to have all pupils repeat the oath of allegiance to the U.S. flag at the beginning of the

first hour of class each day school is in session. Any student or teacher who objects to reciting the oath of allegiance shall be excused from participating without penalty.

STUDENT COMPLAINTS OR GRIEVANCES

Students have both the right and the responsibility to express school-related concerns and grievances to the administration. For the discussion and consideration of a grievance, any student should schedule an appointment.

BULLYING OR HARASSING BEHAVIOR (JDDA)

DeSoto County Schools prohibits bullying or harassing behavior of students, school employees, or volunteers. DeSoto County Schools will make every reasonable effort to ensure that no person or school employee is subjected to bullying or harassing behavior by other students or school employees.

DEFINITIONS

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

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

The above conduct constitutes bullying if that conduct interferes with a student's education or substantially disrupts the operation of a school.

Bullying or harassing behavior will not be condoned or tolerated when it takes place on school property, at any school-sponsored function, 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 a disruption to the operation of 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 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. Retaliation or reprisal against any person, including a victim, a witness, or another person, who in good faith provides information concerning an incident of bullying or harassing behavior, is prohibited.

DeSoto County Schools recognizes the fundamental right of every student to take "reasonable actions" as may be necessary to defend himself or herself from an attack by another student who has evidenced menacing or threatening behavior through bullying or harassing.

"Reasonable action" includes, but is not limited to, promptly reporting the bullying or harassing behavior to a teacher, principal, counselor, or other school employee.

The School Board directs the superintendent or designee to design and implement procedures for reporting, investigation, and addressing bullying and harassing behaviors. Legal Reference-MS Code of 1972 37-11-67 and 37-11-69

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The DeSoto County School District will not, except for "directory information", disclose personally identifiable information from the education records of a student without the prior written consent from the parent or the eligible student. Prior consent of the parent or eligible student is required when the school releases such information to other school officials (including teachers), officials of another school district in which the student seeks to enroll, or other federal, state, and educational agencies as enumerated in FERPA.

The schools in the District will, upon occasion, use/publish personally identifiable information including honor rolls, school annuals, athletic rosters, class rolls and school-sponsored club and activity rosters. Parents who wish their children to be excluded from this practice must advise, in writing, the principal of the school no later than fourteen (14) days after the student's enrollment or receipt of this notice, whichever is later. Appeals regarding the decisions of school principals regarding educational records may be made to the Superintendent of DeSoto County Schools or designee.

FERPA affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's educational records within 45 days of the day the school district receives a request for access. Parents or eligible students should submit to the Superintendent or designee a written request that identifies the record(s) they wish to inspect. The Superintendent or designee will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's educational records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask the District to amend a record that they believe is inaccurate or misleading. They should write the Superintendent or designee, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing

procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information containing the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, of assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the DeSoto County School District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:
Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605.

EMERGENCY DRILLS

To cope successfully with any emergency, it is essential that you be completely knowledgeable of your school's emergency procedures and that you remain calm throughout the emergency.

- A. FIRE:** Be familiar with fire evacuation routes and procedures.
- B. TORNADOS:** Know the definitions and actions:
 1. **Definitions**
 - a. Severe Weather Watch--weather conditions are such that a severe thunderstorm may develop.
 - b. Severe Weather Warning--a severe thunderstorm has developed and will probably affect those areas stated in the weather bulletin.
 - c. Tornado Watch--weather conditions are such that a tornado may develop.
 - d. Tornado Warning--a tornado has been formed and sighted and may affect those areas stated in the bulletin.
 2. **Actions**
 - a. Tornado Warning--a tornado warning will be announced by one long bell. If electricity is not available, the notification to implement these tornado warning procedures will be announced verbally by the office personnel. Relocate all students from portable classrooms and relocate students to areas offering the

greatest tornado resistance. Teachers will supervise their students and will keep their roll books with them. When reaching the designated shelter areas, students and teacher will be seated with their backs to the walls, knees drawn up, and heads between their knees. Coats and jackets when available could be used to cover head, arms, and legs to reduce injuries from flying pieces of glass and other debris.

- b. Refer to and become familiar with the details of emergency plans for your school.

GANG POLICY

DeSoto County School Board Policy JCBB

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

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

Prohibited "gang activity" includes, but is not limited to:

- (1) Soliciting students to become gang members;
- (2) Participating in gang initiation or other gang ceremonies;
- (3) Deliberately wearing, displaying, or possessing prohibited gang symbols;
- (4) Engaging in gang-related violence or threats of violence;
- (5) Threatening others, including threats by brandishing a weapon or a replica of a weapon on school campuses, or at supervised school functions; or
- (6) Engaging in any behavior undertaken in such a manner as to be reasonably likely to incite violence or endanger persons or property.

Prohibited "gang symbols" may include, any type of clothing decoration, jewelry, patches, bandanas, gang names, depiction of gang signs or symbols, and/or body signal/movement which is recognized as denoting a gang or is a sign, signal or movement utilized in connection with gang communications, including, but not limited to those appearing with the "Gang Awareness" pamphlet attached hereto as well as the additions thereto in the future. School officials will keep a booklet containing known "gang symbols" in each school office. In addition, prohibited "gang symbols" shall be published at the start of each school year in the Student Handbook. Students and parents who may have questions regarding this policy should contact the school principal for further clarification of any part of the policy.

Students may be disciplined for engaging in any activity prohibited by this policy including the prohibited "gang activity" enumerated in the third paragraph hereof. District officials will cooperate with local law enforcement to provide the school with gang information to aid in the

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

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

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

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

DCS SAFETY ANNOUNCEMENT

In an attempt to keep DeSoto County Schools safe for all students and staff, gang activity will not be tolerated:

- The use or possession of gang graffiti, gang drawings, gang dress, or gang activity
- Distribution of illegal drugs, prescription drugs or any substance dangerous to students (distribution includes giving substances to students)
- Any spoken, written, gestured or electronically communicated threat that disrupts the educational environment of the school and/or suggest a student intends to cause harm or carry out an act of violence against district property, students, employees or other (e.g. bomb threats, school shootings threats, etc.)

Students who openly defy this warning will be considered a threat to the safety of students and staff and he/she will be suspended pending a disciplinary hearing. The student could be subject to expulsion from Desoto County Schools.

EQUAL EDUCATIONAL OPPORTUNITIES (JAA)

Each student in the DeSoto County School District will have equal educational opportunities regardless of race, color, creed, sex, handicap, religion or marital status. No student shall be excluded on such basis from participating in or having access to any course offerings, athletics,

counseling, employment assistance, or extra-curricular activities.

Further, the DeSoto County School District prohibits sexual harassment of or by any student. This policy applies to conduct during and relating to school and school-sponsored activities. Any student who engages in the sexual harassment of anyone in the school setting may be subject to disciplinary action.

TOBACCO-FREE SCHOOL PROPERTY (EBAB)

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

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

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

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