

HORN LAKE HIGH SCHOOL

EAGLES

**3360 CHURCH ROAD
HORN LAKE, MS 38637
662-393-5273**

<http://www.hlh.desotocountyschools.org>

PRINCIPAL

ANDY ORR

THIS STUDENT HANDBOOK BELONGS TO:

REVISED AUGUST 4, 2016

TABLE OF CONTENTS

9 WEEKS GRADING PERIOD	9	GRADING SCALE	9
ABSENCES AND EXCUSES	4	GRADUATION DRESS ATTIRE	19
ADVERTISING ON CAMPUS	8	GRADUATION REQUIREMENTS	14
BELL SCHEDULE	3	GRADUATION STATEMENT	12
BLOCK SCHEDULE	9	GRIEVANCE PROCEDURES	21
BULLYING	12	HIGH SCHOOL ATHLETIC ELIGIBILITY	9
BUS RULES	30	LUNCH PRICES	20
CAFETERIA BEHAVIOR	21	MAKE-UP WORK POLICY	6
CAREER PATHWAY OPTIONS	18	MEDICINE	8
CLOSED CAMPUS	4	MISSION STATEMENT	3
CLOTHING REPRESENTING HLHS	8	NONDISCRIMINATORY STATEMENT	3
CODE OF DISCIPLINE	22	OTHER RESTRICTED ITEMS	32
COLLEGE PREP REQUIREMENTS	17	PARENT PORTAL PROGRAM	10
COMPULSORY SCHOOL LAW	4	PARKING RULES	8
COMPUTER/INTERNET REPONSIBILITY	29	PIERCINGS	30
CREDITS SPECIAL NOTE	18	PROGRESS REPORTS	9
DRESS CODE	30	PROM GUESTS	33
DRESS CODE –SR. FIELD DAY	33	SAFETY ANNOUNCEMENT	29
EARLY MORNING PROCEDURES	4	SCHOOL CALENDAR	31
EARLY RELEASE/LATE ARRIVAL	7	SEARCHES	26
ELECTRONIC EQUIPMENT	10	SECTION 504	13
ELECTRONIC EQUIPMENT CONSEQUENCES	11	SELLING ITEMS ON CAMPUS	8
EXAMS	10	SENIOR PRIVILIGES	7
EXEMPTIONS	10	SICKNESS	7
FEE PAYMENT	20	SKIPPING SCHOOL / LEAVING CAMPUS	6
FREE APPROPRIATE PUBLIC EDUCATION	13	STUDENT AGENDAS	3
FOOD RESTRICTIONS	20	STUDENT CHECK OUT PROCEDURE	7
GENERAL DISCLAIMER	10	TARDY PENALTIES	6
GRADUATION	19	TARDY POLICY	5
		TEXTBOOKS	13
		VISITORS	6

NONDISCRIMINATORY STATEMENT

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

The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Director of Student Intervention
Title VI, Title II and 504 Coordinator
DeSoto County Schools
5 East South Street
Hernando, MS 38632
662-429-5271

Director of Federal Programs
Title IX Coordinator
DeSoto County Schools
5 East South Street
Hernando, MS 38632
662-429-5271

MISSION STATEMENT

Our mission is to foster academic achievement and to provide skills needed to meet future challenges.

STUDENT AGENDAS

All HLHS students will receive a student agenda. Students must have their agendas in their possession **at all times** during the school day. If a student needs to leave class for any reason, his / her teacher will sign the student agenda. If a student does not have his/her agenda, the teacher will not allow the student to leave class. Students are not allowed to share agendas. If an agenda is lost, the replacement cost is \$ 3.00.

BELL SCHEDULE

7:28 – 7:35	1 st Bell and Tardy Bell
7:35 – 9:09	1 st Block
9:09 – 9:30	Advisory/Homeroom
9:30 – 9:36	Class Change
9:36 – 11:10	2 nd Block
11:10 – 11:16	Class Change
11:16 – 1:15	3 rd Block
	1 st Lunch 11:16 – 11:41
	2 nd Lunch 11:45 – 12:11
	3 rd Lunch 12:20 – 12:45
	4 th Lunch 12:50 – 1:15
1:15 – 1:21	Class Change
1:21 – 2:55	4 th Block

CLOSED CAMPUS

We operate a closed campus policy. Students must stay on the school grounds from the time they arrive (even if the bell has not rung for class) until dismissal or until picked up by the bus or by a parent. Students are not allowed to leave the school building during the school day unless they have prior approval from an administrator.

EARLY MORNING PROCEDURES

The HLHS doors open at 7:00 a.m. for students to enter the building. Car riders will enter the building through the gym lobby doors. All car riders must exit their vehicle on the west side of the campus. If a car rider exits a vehicle in front of the school, he/she will be subject to administrative discipline and a parent conference.

Bus riders must enter the building through the front doors. Bus riders are not allowed to enter through any other school entrance; failure to comply with this policy will result in administrative discipline. At 7:28, students are allowed to report to their 1st period classes. Students are also allowed to go to the restroom on the same hall as where their 1st period class is located. Students must get to class in a timely manner, and students are not allowed to loiter in the hallways or commons.

MISSISSIPPI COMPULSORY SCHOOL LAW

Under the Mississippi Compulsory School Attendance Law a parent, guardian, or custodian of a compulsory school age child in this state shall cause such child to enroll in and attend a public school or legitimate non-public school. Under the provisions of this law, "compulsory school age child" means a child who has attained or will attain the age of six on or before September 1 of the calendar year and who has not attained the age of seventeen years on or before September 1 of the calendar year. If a compulsory school age child has not been enrolled in a school within fifteen calendar days after the first day of the school year which the child is eligible to attend or if a child accumulates twelve unlawful (unexcused) absences during the school year at the public school in which the child is enrolled, the parent may be taken to court and fined and/or jailed for educational neglect of their child. The penalty for this unlawful act is up to one year in the DeSoto County Jail and/or a \$1,000.00 fine.

ABSENCES AND EXCUSES

Students are expected to attend class regularly, to be on time in order to benefit maximally from the instructional program, and to develop habits of punctuality, self-discipline, and responsibility. In order to assure acceptable school attendance, the DeSoto County Board of Education has adopted the following policy:

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 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.

Five (5) absences may be excused by a note from a parent/guardian.

- **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 three (3) 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.

TARDY POLICY

Tardy to class is defined as not being in the classroom and in your seat when the tardy bell rings to begin class. Any student arriving at school after 7:55 will need to check in with the attendance clerk in the front office. If a student fails to check in with the attendance clerk, he/she will be considered as being insubordinate and skipping class. (See penalties for skipping)

TARDY PENALTIES

A student will be allowed three (3) tardies in a class per term enrolled. When the student receives his/her fourth tardy, the teacher will submit a disciplinary referral to the office with the dates of each tardy. Consequences are as follows:

- 1st Referral (4th tardy) – Parent notification & 1 day afterschool detention
 - 2nd Referral (5th tardy) – Parent notification & 2 days afterschool detention
 - 3rd Referral (6th tardy) – 1 day In School Suspension (ALC)
 - 4th Referral (7th tardy) – 2 days In School Suspension (ALC)
 - 5th Referral (8th tardy) – 3 days In School Suspension (ALC)
- 9 or more tardies will result in placement in ALC for 5 days.

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. 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. However, the student will have a maximum number of (5) days to complete make-up work, even if the number of days missed is greater than (5) days.

VISITORS

Visitors are welcome on the campus of any DeSoto County School. However, listed below are regulations that must be observed:

- All visitors must report to the office. (including news media)
- If the principal has any reason to question the legitimacy of the visit, the superintendent's office will be consulted.
- Teachers will not be interrupted while teaching except for emergencies.
- It is at the principal's discretion to ask a visitor to leave the campus, if he or she is causing a disruption to the environment, program, or activity to which the visitor is attending.

Students will not be permitted to bring visitors into the school during regular school hours. Only persons registered at the school will be permitted to enter the classroom during school hours.

SKIPPING SCHOOL / LEAVING CAMPUS

If a student skips a class or leaves the school building during the school day, the student will be punished for skipping. If a student must leave campus, he / she is required to check out of school through the office. If a student is ill or is having any type of personal issue, the student must talk to a school administrator immediately. Students cannot leave school unless school check-out procedures are followed. Career-Tech students are required to ride the bus to the Career Tech Center unless written administrative permission to drive has been granted.

Consequences for skipping are as follows:

- 1st Offense – Home Suspension and Afterschool Detention
- 2nd Offense – 3 days In School Suspension (ALC)
- 3rd Offense – 5 days In School Suspension (ALC)
- 4th Offense – 1 day Out of School Suspension (OSS)
- 5th Offense – 3 days Out of School Suspension & Referral to Disciplinary Hearing for consideration for placement in (DCAC).

STUDENT CHECK OUT PROCEDURE

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

If parents would like to give permission for other people to check out their student, they can come to the school and fill out our permission form.

EARLY RELEASE/LATE ARRIVAL

Juniors and seniors must attend two of the four scheduled blocks. Freshmen and sophomores must attend all four blocks.

If a junior or senior is released early based on grade classification 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.

If a student is not on pace to graduate, the principal can deny a student early release or late arrival.

If a student has early release and does not leave campus at the designated time, he/she will lose their early release privileges and be given a full day schedule.

SENIOR PRIVILIGES

Seniors are allowed two (2) college visits per semester. This visit must be pre-approved by the principal or his designee, and documentation of the visits must be provided.

SICKNESS

In the event a student becomes sick, they should report immediately to the office. The office staff will assist the student in calling a parent or another adult if they need to go home. Under no circumstance should the student leave without permission from the office; this will be counted as skipping. If a parent cannot be reached, and the situation warrants; an ambulance will be called and the parent notified as soon as possible.

MEDICINE

The school will administer prescription drugs only. Parents need to complete an authorization form and return it to school before medicine can be administered. At that time, the student will bring their prescription medication in the prescription bottle or container to the office when they arrive on campus. If a student is in possession of prescription medicine without the approval of school officials, he / she can face harsh disciplinary consequences.

PARKING RULES FOR STUDENT DRIVERS

The operation of a motor vehicle by students is a privilege afforded students enrolled in Horn Lake High School. Vehicles on the campus must be operated in a safe manner, and all rules and regulations concerning the operation of the vehicle must be followed.

Rules:

1. Cars must be parked in their designated area. Students are absolutely not allowed to park in the front parking lot reserved for faculty and visitors. If a student arrives to school after the 7:35 bell, the student must park in the west parking lot and walk to the front entrance.
2. A decal hang tag must be displayed and from the rear view mirror.
3. No loitering will be allowed in the parking lot. Once on campus, students are to park, lock their cars, and immediately enter the building.
4. Reckless driving on campus and adjacent streets will result in driving privileges being revoked.
5. Anyone parking on campus without a permit, in a restricted area, driving recklessly on campus, driving to Vo-Tech, or using his / her vehicle to skip school or aid another student in skipping school will receive disciplinary action.
6. Repeated tardiness to first period by drivers can result in loss of driving privilege.
7. Vehicles parked on campus without a proper parking decal are subject to being towed.

CLOTHING REPRESENTING HORN LAKE HIGH SCHOOL

The principal must approve all clothing representing Horn Lake High School or its students. This includes, but is not limited to, class t-shirts.

SELLING ITEMS OR ADVERTISING ON CAMPUS

Students are not allowed to sell any items on campus unless the principal has given prior approval. If a student is selling items without permission, he / she can be placed in ALC or suspended. The principal must also approve all posters, signs, and announcements. The responsible party should remove approved posters and signs in a timely manner.

HIGH SCHOOL ATHLETIC ELIGIBILITY

The Mississippi High School Athletic Association eligibility rules require each student participating in MHSAA sanctioned competitions to make “satisfactory progress toward graduation.” Additionally, according to Mississippi law, a student must maintain a grade point average of at least a 2.0 or a “C” average. This will be measured at the conclusion of the first semester using the semester averages of all the courses the student is taking. Students who do not have a 2.0 or a “C” average for the first semester will be ineligible for the second semester. At the end of the school year, each student’s grade point average for the year will be assessed. This assessment will reflect the average for the entire year using the final grades for each course. If the student does not have a grade point average of at least 2.0 or a “C” average, he/she will become ineligible for the fall semester.

BLOCK SCHEDULE

DeSoto County High Schools will follow a block schedule. Students will have an opportunity to earn 8 credits during a school year. Students may earn 4 credits per semester. Each class period will last 94 minutes.

GRADING SCALE

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

Note: Students entering 9th Grade 2013 and before English must be passed each year to be promoted to the next grade.

Students entering 9th Grade 2014 and after must meet the following to be promoted:

To 10th Grade: 6 credits, Eng I plus 2 core classes required

To 11th Grade: 13 credits, Eng II, Alg I, plus 3 core classes required

To 12th Grade: 20 credits, Eng III and on track to graduate

9 WEEKS GRADING PERIOD

Horn Lake High School will operate on a nine (9) weeks grading cycle. Report cards will be issued to the student at the end of each 9 weeks grading period.

PROGRESS REPORTS

All students will receive a progress report during the 5th week of each 9 weeks grading period. A parent may request a weekly progress report by speaking with the student’s guidance counselor.

EXAMS AND EXEMPTIONS

All teachers are expected to give their students a 9 weeks exam (end of 1st and 3rd nine weeks) and a final/semester exam (end of 2nd and 4th nine weeks). Students may be exempt from final exams if all of the following criteria are met:

1. The student has an eighty-five (85) or above semester average in the course;
2. The student has not missed more than two (2) days/periods (excused or unexcused) prior to days designated for final exams for full credit courses;
3. The student has not missed more than one (1) day/period (excused or unexcused) prior to days designated for final exams for half credit courses;
4. Student has not been assigned to an Alternative Learning Center (ALC) for more than five (5) days, student who has not been suspended and/or student who has not been placed in DeSoto County Alternative Center (DCAC) at any time during the semester (August-December or January-May).

PARENT PORTAL PROGRAM

Parents can get frequent updates on their student's academic progress and their discipline record on the Internet. Parents can go to the DeSoto County Schools website, www.desotocountyschools.org to get sign-up information and to log into Parent Portal. Parents must have a student's username and password, which can be obtained from the HLHS front office, to set up the account access.

GENERAL DISCLAIMER

School officials reserve the right to make any and all final decisions affecting student conduct, dress, attendance, eligibility, discipline, graduation, awards, grading, and any other areas where a difference of opinion has arisen from students, parents, or teachers. All people involved will receive due process and parents always have the right to appeal to the Superintendent or School Board.

ELECTRONIC EQUIPMENT

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 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. 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.

ELECTRONIC DEVICE DISCIPLINARY ACTIONS

1st offense: The device will be confiscated and the parent contacted. The 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: The school will confiscate and keep the device for 5 school days. After the device is retained for 5 school days the electronic device will be returned to the parent/guardian.

3rd offense: The school will confiscate and keep the device for 10 school days. After the device is retained for 10 school days the electronic device will be returned to the parent/guardian.

4th offense: The school will confiscate and keep the device for 20 school days. After the device is retained for 20 school days the electronic device will be returned to the parent/guardian. Additionally, the student can be subject to further disciplinary consequences at the discretion of the building principal.

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

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 FOR AUDIO/VIDEO RECORDING

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

BULLYING

The Desoto County School District does not condone and will not tolerate bullying or harassing behavior. Bullying or harassing behavior is any pattern of gestures or written, electronic or verbal communications, any physical act or any threatening communication, or any act reasonably perceived as being motivated by a desire to place fear of harm on any individual. Anyone who is subject to bullying or harassing behavior shall report such conduct to a teacher, principal, counselor, or other school official. The report shall be made promptly after the alleged act or acts occurred. The failure of any person to follow these procedures will constitute a waiver of the right to pursue a complaint at any level including review by the Board.

GRADUATION STATEMENT

Beginning with the 2014-2015 school year, students shall not be required to pass any end-of-course Subject Area Test in a course for which the student earns or receives credit in a Mississippi public school as a requirement for graduation. Student performance on the end-of-course Subject Area Test shall be considered, along with the overall course grade based on the Concordance Table as outlined in State Board Policy 3803.

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

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

- Passing the applicable end-of-course Subject Area Test, or
- Using options outlined in DCS Policy IHFAD, or
- Using the end-of-course Subject Area Test score with the overall course grade (must be enrolled)

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

Beginning in 2016-2017, all students who are enrolled in an end-of-course, Subject Area Test course for the first time must participate in the assessment in order to earn the Carnegie Unit. The assessment score will constitute 25% of the student's final grade in the course.

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

Please refer to DCS School Board Policy IHFAA and IHFADA for full descriptions.

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 fee 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.

TEXTBOOKS

DeSoto County Schools provide textbooks free of charge to students. It is the duty of each student to care for the textbooks to the best of his/her ability. Students who lose or damage textbooks are required to pay for them. The age of the book and the amount of damage are considered when fines are assessed.

GRADUATION REQUIREMENTS

DeSoto County School Board policy states that any student who completes the minimum graduation requirements as specified below and has achieved a passing score on each of the required high school exit examinations or meets one of the assessment options is eligible to participate in graduation exercises.

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4 ¹	English I English II
MATHEMATICS	4 ²	Algebra I
SCIENCE	4 ³	Biology I
SOCIAL STUDIES	4 ^{4, 5, 6}	1 World History 1 U.S. History ½ Geography ½ U.S. Government ½ Economics ½ Mississippi Studies
HEALTH and PHYSICAL EDUCATION	½ ^{7, 8, 9}	½ Contemporary Health, Family and Individual Health and Physical Education
BUSINESS & TECHNOLOGY	1 ¹⁰	1 Science, Technology, Engineering & Mathematics (STEM) or 1 Technology Foundations or ½ Keyboarding and ½ Computer Applications
THE ARTS	1	Any approved 500.000 course <i>or</i> completion of the 2-course sequence for Computer Graphics Technology I and II
ELECTIVES	7½ ¹¹	
TOTAL UNITS REQUIRED	26	

1. English I and English II are required for graduation. Compensatory Reading and/or Compensatory Writing may not be included in the four English courses required for graduation; however, these courses may be included in the 7½ general electives required for graduation. Accelerated English 9 can be accepted in lieu of English I. Accelerated English 10 and AP English Language Composition can be accepted in lieu of English II. Beginning school year 2010-2011, for all entering ninth graders, English I is a required prerequisite course for English II. English I may not be taken after a student completes English II.
2. Compensatory Mathematics, Introduction to Engineering, and any developmental mathematics course may not be included in the four mathematics courses required for graduation; however, these courses may be included in the 7½ general electives required for graduation. The allowable mathematics courses that can be taken which are higher than Algebra I are: Geometry, Algebra II, MS CCR Advanced Math Plus, Algebra III, SREB Math Ready, Calculus, AP Calculus AB, AP

Calculus BC, and AP Statistics. One of the four required mathematics units may be in Drafting if the student completes the 2-course sequence for Drafting I & II. Geometry may be taken in the eighth grade for Carnegie unit credit. Algebra I, Biology I, ICT II, and first year Foreign Language may be taken in the seventh grade for Carnegie unit provided the course content is the same as the high school course. Effective with eighth graders of 2012-2013, second year Foreign Language and STEM may be taken in the eighth grade for Carnegie unit credit provided the course content is the same as the high school course. Carnegie units may be earned by seventh and eighth graders effective with school year 2014-2015 for the following courses: MS CCR Compacted Math Grade 7, MS CCR Math Grade 8, MS CCR Compacted Math Grade 8 and MS CCR Accelerated Math Grade 8.

3. Two units may be in the following courses if the student completes the 2-course sequence: Allied Health I and II. Effective with seventh graders of 2012-2013, Algebra I, Biology I, ICT II, and first year Foreign Language may be taken in the seventh grade for Carnegie unit credit provided the course content is the same as the high school course. Effective with eighth graders of 2012-2013, STEM and second year Foreign Language may be taken in the eighth grade for Carnegie unit credit provided the course content is the same as the high school course. Beginning school year 2008-2009 for all entering eighth graders, one unit must be a lab-based physical science. The allowable lab-based physical science courses are Physical Science, Chemistry, AP Chemistry, Physics, AP Physics B, AP Physics C – Electricity and Magnetism, and AP Physics C – Mechanics.
4. **Based on the 2004 Mississippi Social Studies Framework**, Advance Placement Human Geography is accepted in lieu of the required Geography course. AP United States History or Dual Credit United States History required U.S. History from 1877 to Present course. AP World History can be accepted in lieu of the required World History from 1795 to Present course. AP Government and Politics: United States can be accepted in lieu of the required United States Government course. AP Macroeconomics or AP Microeconomics can be accepted in lieu of the required Economics course.
Based on the 2011 Mississippi Social Studies Framework, AP World History can be accepted in lieu of the required World History from the Age of Enlightenment to Present course. AP United States History or Dual Credit U.S. History can be accepted in lieu of the required U.S. History from Post-reconstruction to Present course. AP Government and Politics: United States can be accepted in lieu of the required United States Government course. AP Macroeconomics or AP Microeconomics can be taken in lieu of the required Economics course. AP Human Geography can be accepted in lieu of the required Geography course.

5. Credit earned for Business Fundamentals II may be accepted in lieu of ½ unit in Economics.
6. The credit earned for a State/Local Government course in any other state by an out-of-state transfer student who enters after the sophomore year can stand in lieu of Mississippi Studies or Mississippi State and Local Government. If the transfer student took a State/Local Government course in a grade level that did not award Carnegie unit credit, then any other ½ unit social studies course may be accepted. An out-of-state student who transfers after the junior year may substitute any other ½ unit social studies course.
7. Credit earned in Allied Health I, Health Sciences I, or Theory and Application of Health Sciences I, may be accepted in lieu of Contemporary Health or Family and Individual Health to meet the graduation requirement for ½ Carnegie unit in Health.
8. Successful completion of JROTC I and JROTC II may be accepted in lieu of Comprehensive Health or Family and Individual Health to meet the graduation requirement for ½ Carnegie unit in Health.
9. The graduation requirement for ½ unit of physical education may include participation in interscholastic athletic activities, band, dance, and JROTC that meet the instructional requirements specified in *the Fitness through Physical Education* can be accepted in lieu of the
10. *Framework* and that are sanctioned by the Mississippi High School Activities Association.
11. Evidence of proficiency in technology is accepted in lieu of the required courses if the student earns one unit in a technology-rich academic or career technical course related to their program of study. Effective with the school year 2012-2013, Technology Foundations replaces Computer Discovery, Keyboarding, and Computer Applications and meets this graduation requirement when taken in grades 8-12.
12. Only one elective unit in physical education including participation in interscholastic athletic activities, band, performance choral, dance, or JROTC that meet the instructional requirements specified in the *Fitness through Physical education Framework* and that are sanctioned by the Mississippi High School Activities Association may be applied each year to the minimum 24 state required units. Additional physical education units may be applied to the DCS required additional units.

Graduate of Distinction: 90-94 overall weighted numerical GPA after third 9 weeks of Senior year and 26 credits

Graduate of Special Distinction: 95 and above overall weighted numerical GPA after third 9 weeks of Senior year and 26 credits

**Must meet graduation requirements in Desoto County Schools to be eligible to receive a Horn Lake High School diploma.

COLLEGE PREP CURRICULUM/REQUIREMENTS
for admission to four-year universities or colleges in MS:

Entering After Summer 2012

	Carnegie Units	Required Subjects
English	4	
Mathematics	4	1-Algebra I 1-Geometry 1-Algebra II 1-Advanced Algebra, Trigonometry, Pre-Calculus, AP Calculus, Statistics
Science	4	1-Biology I 2-Chemistry I 2 of the following: Biology II, Chemistry II, AP Chemistry, Physics, Physical Science, Botany, Human Anatomy & Physiology
Social Studies	4	1-World History 1-US History 1-Introduction to World Geography 1-US Government 1-Economics 1- MS Studies
Advanced Electives	2	2 Foreign languages (I and II) OR 1 Foreign language, 1 World Geography OR 2 of the following: any English, Math, or lab-based high level Science
Computer Applications	½	Note: The 8 th grade course does not substitute for this course.
Arts	1	1 of any visual and/or performing arts course

Refer to <http://www.mississippi.edu> for additional information on colleges and universities.

Note: This information is provided to offer guidance for general admission to a four-year college or university. Your individual school of choice requirements may differ. Always check with schools outside of Mississippi.

CAREER PATHWAYS/DIPLOMA OPTIONS

All students, grades 9-11, will be required to declare a career path effective 2012-2013. All students will complete a career plan, which will be updated/revisited each year. All courses and electives students complete need to be related to their career path. With the implementation of career pathways, students will also declare a diploma type before the start of their 11th grade year. The two options are as follows:

- 1) **Traditional diploma-** in addition to core academic courses, a traditional diploma requires higher level academic courses to meet college entrance requirements. Students planning to attend college need to select this option.
- 2) **Career Pathway Diploma-** requires a two-year career-focused curriculum, in which students will be required to complete two consecutive years of career and technical courses in addition to the core academic courses. Students planning to join the work force or attend a trade school should select this option.

Note: A traditional student may also take career and technical courses; these courses will count as electives for the traditional diploma.

SPECIAL NOTE ABOUT CREDITS

Special Note About PE, Band, ROTC, Choir Credits:

Band: Band may be counted as a PE credit for students successfully completing the course during their 9th grade year at HLHS. Anyone entering Band after 9th grade or transferring to HLHS after grade 9 **will be required** to complete a PE course in order to obtain the PE credit. (NOTE: PE credit obtained through Band may not transfer to another school; you may still be required to complete a PE credit.)

JROTC: JROTC may be counted as a PE credit for students upon successful completion of JROTC I. (NOTE: PE credit obtained through JROTC may not transfer to another school; you may still be required to complete a PE credit.) This credit will be recorded as a PE, not as an elective. JROTC may be counted as a Health credit for students upon successful completion of JROTC II. (NOTE: Health credit obtained through JROTC may not transfer to another school; you may still be required to complete a health credit.) This change begins effective with the 2010-2011 school year. JROTC II taken prior to this year will NOT receive a health credit, and these students are still required to complete the

required health course for graduation. This credit will be recorded as a health credit, not as an elective.

Counting Credits: A course being substituted for a graduation requirement **CANNOT** count as that graduation requirement AND as an elective. Each course may be counted only once during a high school career (exceptions include Band, PE, some choirs, and all sports courses—these are limited to once/year). The Mississippi State Department of Education allows only one credit per year to count towards the total graduation credits for the following courses due to the PE component in these courses: Band, JROTC, PE, and ALL sports. The student may earn two credits per year and these two credits are counted in the GPA and class rank calculations, but they will **not** be counted in the total credits needed to graduate. Desoto County board policy states that students required to complete the 26 credits for graduation **will** be allowed to count two additional credits from those courses . . . the policy reads "4 credits plus 2" and does NOT translate to 6 total, but allows two credits to be counted in two years **ONLY**, with the other years receiving only one credit counted towards graduation. If further clarification is required, please contact your student's counselor.

Note: Some courses will show on a transcript as with the notation "RM" for the grade. This indicates that the student met another requirement by completing related coursework. There is no grade or credit associated with a course receiving an "RM," and the student must complete the total number of credits through coursework.

GRADUATION

Students must purchase all caps and gowns through the designated school supplier. Students rent the gown; however, they keep the cap, tassel, and stole. Included in this fee is a composite picture of the graduating senior class (if photo was taken) and the diploma. If your student orders the cap and gown but does not graduate, he/she will be reimbursed for the rental fee only. Fees for printing a diploma, shipping, etc. were still incurred on behalf of your student regardless of whether he/she graduates. Students choosing not to walk and thus not ordering a cap and gown still incur a diploma printing fee.

Students who do not graduate in the appropriate graduation year and return to complete graduation requirements will be required to purchase a new diploma for the new date of graduation.

GRADUATION DRESS ATTIRE

At Horn Lake High School, our graduation ceremony is a distinguished event. In order to participate in the graduation ceremony, seniors must comply with the following dress code.

Female Graduates

1. Female graduates should wear black bottoms, i.e. capris, pants, gauchos, skirts.
2. Female graduates should wear a light top.
3. Female graduates should wear black dress shoes (No flip flops, Crocs, casual sandals, tennis shoes, or combat boots).
4. Dresses may be worn, preferably following the color scheme, but as long as the dress doesn't show from under the gown, and it is dress code appropriate, it will be allowed.

Male Graduates

1. Male graduates should wear a white dress shirt and tie.
2. Male graduates should wear navy blue, black, or dark gray pants (No shorts or capris).
3. Male graduates should wear black dress shoes (No Crocs, flip flops, cowboy boots, sandals, tennis shoes, or combat boots).

*No modifications to or extra decorations are permitted on graduation gowns or caps.

*The DeSoto County Schools dress code policy must be followed.

FEE PAYMENT

Students are allowed to pay fees in the main office before school, during their break, and during their lunch. Students are allowed to pay fees with cash or money orders. Personal checks over \$150.00 will not be accepted. Students are responsible for showing their receipt to their teachers and keeping their receipt after the fee is paid.

NO FOOD OR DRINKS IN CLASSROOMS OR HALLWAYS

No food or drinks will be allowed outside of the cafeteria. Students are not allowed to have any food or drinks in classrooms or in the hallways, even if these items are unopened, except during the designated break time.

FAST FOOD IN THE CAFETERIA

No fast food will be allowed in the cafeteria at any time. We will not accept any food in the office, and no deliveries will be made to students at school.

LUNCH PRICES

REGULAR LUNCH--\$2.75

TEACHER LUNCH -- \$ 3.25

REDUCED LUNCH--\$.40

CAFETERIA BEHAVIOR

Students are only allowed in the cafeteria during their designated time for lunch. If a student needs to go into the cafeteria during any other break or lunch, the student must first get permission from a school official.

Students are expected to arrive for their lunch in a timely manner, and students are expected to be well-behaved at all times. Students shall return trays, silverware, and items of waste to the appropriate areas when finished. Breaking in line is not permitted. Students are not allowed to take food and / or drinks out of the cafeteria, even if the items are unopened.

CLASSROOM GRIEVANCE PROCEDURES

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

- Students are to follow all directions from a teacher.
- Disagreements with teachers should be handled in a respectful manner after class to preserve the dignity of the student and the teacher.
- If a student and teacher are unable to resolve the conflict, the student can request a conference with a counselor or an administrator.

Students are not permitted to leave the classroom without permission because of a dispute with a teacher, and students will not be allowed to confront the teacher in a disrespectful manner. Students who do not follow these guidelines can be given punishment. Students who leave the classroom will be considered as skipping, and students who confront a teacher will be punished based on the severity of the situation. Students are expected to follow all directions from all HLHS faculty and staff members. If a student feels that he / she has been treated unfairly, the student can have a conference with a principal.

Computer/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

****Students who abuse computer privileges are subject to lose access to all school computers for one school year.**

DESOTO COUNTY SCHOOLS CODE OF DISCIPLINE

FORWARD

The Uniform Discipline Code has been developed in consultation with students, parents, teachers, and administrators so they will know and understand that firm, fair and consistent discipline policies are to be maintained in all DeSoto County public schools. Use of this Code is intended to ensure a stable learning environment in an atmosphere which encourages academic excellence. It is expected that staff members, students and parents will work together to support and enforce the code regulations with equity and consistency for all students.

A copy of this Code shall be distributed to each student and the parents, legal guardian or custodian of each such student shall sign a statement verifying that they have been given notice of the Code.

INTRODUCTION

The uniform Discipline Code of the DeSoto County Schools provides a uniform standard of conduct for all public school students. It describes inappropriate student behavior, ensures equal treatment for misconduct, and presets specific actions for remediating prohibited behaviors. The Code is based on the premise that rules must be enforced fairly, firmly and consistently and in a fashion equitable and just, while complying with state mandates and regulations. It recognizes that as students progress in school and advance in age and maturity, they will assume greater responsibility for their actions. It is also recognized that differences in age and maturity require different types of disciplinary action.

In this Code, discipline is defined as the implementation of and adherence to behavioral rules and regulations which will ensure an educational environment free of mental and physical hazards to students, teachers and staff. Such an environment is conducive to the practice of good citizenship and encourages learning. The enforcement of the Code will help ensure a safe and orderly school climate for students and staff alike.

Specific provisions of the Code include:

1. A parent, guardian or custodian of a compulsory school age child enrolled in the DeSoto County Schools shall be responsible financially for his or her minor child's destructive acts against school property or persons.
2. A parent, guardian or custodian of a compulsory school age child enrolled in the DeSoto County Schools may be requested to appear at school by the school attendance officer or the principal, for a conference regarding the destructive acts of their child, or for any other discipline conference regarding the acts of the child.
3. Any parent, guardian or custodian of a compulsory school age child enrolled in the DeSoto County Schools who refuses or willfully fails to attend such discipline conference specified in paragraph (2) of this section may be

summoned by proper notification by the superintendent of schools or the school attendance officer and be required to attend such discipline conference.

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

**CODE OF DISCIPLINE
GRADES K-12**

Student Conduct:

Acts of Misconduct

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

Level I

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

Disciplinary Action

First Violation

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

Repeated or Flagrant Violation

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

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

Level II

- * 2 – 1 Leaving the school grounds without permission
- * 2 – 2 Skipping class
- * 2 – 3 Insubordination- refusal to follow written or verbal school rules after receiving specific directions from a person in authority including, but not limited to breaking school or classroom rules, failure to respond to staff request, refusal to complete assigned task, or exhibiting disrespect towards adults
- * 2 – 4 Possession and/or use of a tobacco product or substances used as smoking material, including electronic cigarettes (e-cigarettes), vapes, vaporizers, or any alternative nicotine product
- * 2 – 5 Exhibiting any hostile physical or verbal actions
- * 2 – 6 Bullying (as defined in Board Policy JDDA)
- ** 2 – 7 Unauthorized use of personal electronic devices (as defined in Board Policy IJBA).
- 2 – 8 Cheating on tests or exams (The grade “0” will be assigned regardless of other punishment.)

Disciplinary Action

First Violation

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

Repeated or Flagrant Violation

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

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

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

- 1st Offense: First offense will result in confiscation of the device and 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: School will take and keep device for 5 school days. After the device is retained for 5 school days, the electronic device will be returned to the student or his/her parent/guardian as determined by the building principal.
- 3rd Offense: School will take and keep device for 10 school days. After the device is retained for 10 school days, the electronic device will be returned to the student or his/her parent/guardian as determined by the building principal.
- 4th Offense: School will take and keep device for 20 school days. After the device is retained for 20 school days, the electronic device will be to the student or his/her parent/guardian as determined by the building principal.

Level III

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

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 Using profane, obscene, indecent, immoral, threatening or offensive language and/or gestures directly to a staff member

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

Disciplinary Action

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

Students below grade 6 may be given other punishment.

Level V

5 – 1 Weapon(s) possession or use

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)

For students below grade 6, the hearing officer may recommend other punishment if the behavior does not require expulsion and the student is likely to benefit from remediation

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

For students below grade 6, the hearing officer may recommend other punishment if the behavior does not require expulsion and the student is likely to benefit from remediation

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

For students below grade 6, the hearing officer may recommend other punishment if the behavior does not require expulsion and the student is likely to benefit from remediation.

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

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

DUE PROCESS

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

DISCIPLINARY HEARING

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

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

ALTERNATIVE PLACEMENT PROCEDURES

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

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

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

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

SEARCHES

Students may be searched if reasonable suspicion exists that the student possesses items prohibited by law, board policies, or school regulations. Lockers and other school property are subject to search at any time to insure the safety of all students. Backpacks, purses, cars or **any** other items brought onto the school campus are also subject to search by school personnel. When feasible, the search will be conducted in the presence of the student. Any prohibited item that is found will be impounded or seized and proper disciplinary procedures will be followed.

SAFETY ANNOUNCEMENT

In an attempt to keep DeSoto County Schools safe for all students and staff, gang activity will not be tolerated. Students are not allowed to use or possess any gang graffiti, gang drawings, gang writings, or gang attire. Students are not allowed to participate in gang activities such as gang handshakes or making gang signs. Any student who openly defies 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.

DESOTO COUNTY BUS RULES

- Be waiting at your stop 5 minutes early. (This does not mean inside your house)
- If you need to cross the street, wait for traffic to stop; driver will motion to you when it is safe to pass in front of the bus to load or unload.
- Obey the bus driver. *Hasle caso al conductor del autobus.*
- No unauthorized items on bus (no weapons, tobacco, combustibles, pets, large items, etc.)
- Be nice and courteous.
- Keep the bus clean. No eating or drinking on bus.
- No profanity and no fighting.
- Keep hands and head inside of bus.
- Do not throw anything, anywhere.
- Stay in your seat. The driver may assign seats.
- Students must ride on assigned bus.
- Damage to the bus interior may result in student paying for the damage.
- Emergency door / windows may only be opened in case of emergency.
- Do not distract or bother the driver through loud talking or misbehavior.
- Report any problems to the driver as soon as possible.
- The school system and bus drivers are not responsible for articles left on bus.
- Use and/or possession of gang graffiti, gang drawings, gang writings, gang dress, or gang activity of any kind may result in expulsion from school.
- Violations of bus rules will be reported to your school principal. Punishment may include removing you from the bus permanently. School principals will determine any punishments.

PIERCINGS

As stated in the Desoto County Schools dress code policy, students are not allowed to wear rings and / or studs in any part of their body, with exception to the ear. Students are not allowed to wear any type of retainer through a piercing. Students are also not allowed to use a cover so a piercing will not be visible (for example, a band-aid).

DRESS CODE

Proper attire and grooming are deemed important to scholastic achievement and orderliness. The responsibility for 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 code of discipline. Dress code violations will be handled as insubordination as stated in the code of discipline.

First Violation: Administrator-Parent Conference, Home-Suspension or In-school suspension
Second Violation: School suspension (three days)
Repeated Offenses: Suspension from school pending a disciplinary hearing

1. Hair must be neat, clean and worn in a manner which does not interfere with vision or cause disruption in the classroom. No combs, picks, rollers, or extreme coloring will be allowed.
2. T-shirts with sleeves, white or colored are acceptable. Shirts must be properly closed, zipped or buttoned.
3. No article of clothing that pertains to or depicts the following are acceptable:
 - A. Substances or activities illegal by law for minors: alcohol, drugs, tobacco, gambling
 - B. Profane, suggestive, or violent language
 - C. Derogatory symbols; remarks directed to any ethnic group.
4. Sufficient underclothes must be worn appropriately and must not be exposed.
5. Tank tops, tube tops, muscle shirts, spaghetti straps, thin straps, or tops that expose the midriff, any part of the bust or excessive part of the back or are excessively tight or distracting are not permitted. Shirts are to be tucked in. Blouses/tops made to be worn outside should be at least 3 inches below the waistline and no longer than 5 inches below the waistline. No slits in shirts are to be above the waistline of pants.
6. Students in grades K-5 are allowed to wear shorts; however spandex shorts are not allowed. **Shorts should be walking shorts or Bermuda shorts. Students in grades 6 thru 12 may wear walking shorts or Bermuda shorts that are knee length. They should not be excessively tight or baggy. Athletic shorts are not permitted unless they are a part of an approved gym class or athletic class/activity.**
7. Near knee length dresses and skirts are allowed. No slits in these skirts or dresses above the kneecaps are allowed.
8. No Spandex articles are allowed.
9. Shoes must be worn at all times; no house shoes are allowed. Shoes with laces should be laced and tied.
10. No visible tattoos will be allowed. Neither male nor female students will be permitted to wear rings and/or studs in their noses, tongues, or other exposed body parts other than the ear and appropriate rings on fingers.
11. Coaches, physical education classes or any organized athletics have the option to ban jewelry due to safety reasons and violation of the Mississippi High School Activity Association regulation.
12. Sunglasses, other than prescription, must be removed when inside the building.
13. All pants must be worn fitted to the waist at the waist with or without a belt. **Belts must be worn and buckled appropriately for pants that**

have belt loops. Pants should fit appropriately. NO BAGGY PANTS ARE ALLOWED. No writing is to be on the seat of the pants, even the cheerleader's uniform and dance team.

14. Leggings are allowed when worn with a top that meets the dress length guidelines specified in #7.
15. **Pants must have no exposed skin above the knee.**
16. Hats, caps, sweatbands, or other head coverings are not to be worn in the buildings, or on the grounds of the school except for medical reasons as prescribed by a physician. Head covering as part of a religious belief will be allowed if there is sufficient proof the student is a practicing member of the religious sect. Head coverings may be worn if authorized by the faculty and/or administration if it is part of a uniform (i.e. wearing a full baseball uniform during games or practice) or as deemed necessary.
17. Specific outfits designated for extracurricular activities and decisions concerning any questionable clothing will be left to the discretion of the principal.
18. **Local principal or their designee has the power and discretion to make all decisions on their campus.**

OTHER RESTRICTED ITEMS

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

This list is not all-inclusive.

Pajama pants	Laser lights
Headphones	Stink bombs
Noise-making devices	Water pistols
Cigarette lighters	Bandannas
CDs	Toys
DVDs	Stuffed animals
Skateboards	Blankets
Stolen property	Pillows
Matches	Personal defense spray
Gang paraphernalia	Caps
Cameras	Pornographic materials
Playing cards	Dice
Sunglasses	Fireworks
Outside drinks	Counterfeit drugs
Grills	Look-a-like weapons

SENIOR FIELD DAY DRESS CODE

The Senior t-shirt will be worn by all seniors attending field day.

Shorts may be worn according to DCS policy (knee length). You may wear long (knee length) basketball shorts.

No leggings may be worn (with or without shorts over them).

PROM GUESTS

* HLHS student must submit a completed guest request form for administrative approval with all required documentation by the set deadline for the guest to be considered to attend prom.

*Guests must attend the dance with a current HLHS 11th or 12th grade student.

*Guests cannot be enrolled in any grade lower than 9th.

*Guests may be a current student from another high school if the administration is able to obtain a letter of good standing from the student's principal recommending him/her to attend.

*Guests who are attending or assigned to DCAC will not be considered in good standing and will not be allowed to attend.

*A government issued photo identification card will be required for all guests who do not currently attend HLHS.

*Guests may be graduates from DeSoto County Schools from the previous two years. A letter of good standing from the graduate's school principal must be submitted for approval. Graduates from other districts will not be permitted to attend.

*Guests must be under 21 years of age.

*The principal makes the final decision on whether or not a guest will be allowed to attend.

**DeSoto County Schools
2016-2017 School Calendar**

August 1	Teachers' First Day
August 3	Students' First Day
September 5	Labor Day Holiday
October 5	End 1 st 9 Weeks
October 10	Columbus Day Holiday
October 12	Report Cards
November 8	Professional Development Day
November 21-25	Thanksgiving Day Holidays
December 16	End 2 nd 9 Weeks
December 19 – January 2	Christmas Holidays
January 3	Teachers and Students Return
January 10	Report Cards
January 16	King/Lee Holiday
February 17	Professional Development Day
February 20	President's Day Holiday
March 9	End 3 rd 9 Weeks
March 13-17	Spring Break
March 23	Report Cards
April 14	Good Friday Holiday
April 17	Easter Holiday
May 22	Students' Last Day

December 19 and 20, February 17 and 20, April 17, and May 23 and 24 are scheduled make up days. State law requires a student schedule for 180 days. School calendar is subject to change due to emergency conditions.

**HORN LAKE HIGH SCHOOL
2016 FOOTBALL SCHEDULE**

AUGUST 19	LAFAYETTE CO.	AWAY
AUGUST 26	KIRBY	HOME
SEPTEMBER 2	CLEVELAND	AWAY
SEPTEMBER 9	CENTER HILL	HOME
SEPTEMBER 16	LAKE CORMORANT	AWAY
SEPTEMBER 23	SOUTH PANOLA	AWAY
SEPTEMBER 30	DESOTO CENTRAL	HOME
OCTOBER 7	COLUMBUS	HOME
OCTOBER 14	OLIVE BRANCH	AWAY
OCTOBER 21	HERNANDO	HOME
OCTOBER 28	TUPELO	AWAY
NOVEMBER 4	SOUTHAVEN	HOME

ALL GAME TIMES ARE 7PM

2016 9th GRADE FOOTBALL

AUGUST 29	DESOTO CENTRAL	AWAY
SEPTEMBER 6	LAKE CORMORANT	AWAY
SEPTEMBER 12	CENTER HILL	HOME
SEPTEMBER 19	OXFORD	AWAY
SEPTEMBER 26	LEWISBURG	HOME
OCTOBER 3	OLIVE BRANCH	HOME
OCTOBER 10	SOUTH PANOLA	AWAY
OCTOBER 17	SOUTHAVEN	HOME

ALL GAME TIMES WILL BE AT 5:30

2016-2017 BASKETBALL SCHEDULE

Nov 5 Corinth Classic (Boys only) (away)
Nov 10 Grenada (away)
Nov 15 Lake Cormorant (away)
Nov 19 Jack Flynn Shootout (home)
Nov 22 Oxford Shootout (Boys only) (away)
Nov 26 Ridgeway Shootout (Boys only) (away)
Nov 29 Senatobia (home)
Dec 2 Arlington (away)
Dec 3 Baldwin Shootout (Boys only) (away)
Dec 6 Clarksdale (home)
Dec 9 Rosa Fort (away)
Dec 13 East Side (home)
Dec 16 Grenada (home)
Jan 3 Hernando (home)
Jan 6 Desoto Central (away)
Jan 10 Southaven (home)
Jan 13 Olive Branch (away)
Jan 17 Cleveland (home)
Jan 20 Desoto Central (home)
Jan 27 Southaven (away)
Jan 31 Byhalia (home)
Feb 3 Olive Branch (home)
Feb 7 Clarksdale (away)
Feb 10 Rosa Fort (home)