

# CSD

Corinth School District

Student Handbook

2016-2017

1204 Harper Road

Corinth, Mississippi 38834

## TABLE OF CONTENTS

<b>WELCOME</b> .....	<b>10</b>
<b>I. <u>INTRODUCTION</u></b> .....	<b>11</b>
<b>II. <u>LEGISLATION AND NON-DISCRIMINATION</u></b> .....	<b>12</b>
<b>A. NOTICE OF NON-DISCRIMINATION</b> .....	<b>12</b>
<b>B. EQUAL OPPORTUNITY</b> .....	<b>12</b>
<b>C. MISSISSIPPI SCHOOL SAFETY ACT OF 2001</b> .....	<b>12</b>
<b>D. SCHOOL VIOLENCE PREVENTION</b> .....	<b>13</b>
<b>E. NOTICE TO EMPLOYEES AND PARENTS REGARDING ASSUMED ASBESTOS         CONTAINING MATERIAL</b> .....	<b>14</b>
<b>III. <u>GENERAL MATTERS</u></b> .....	<b>14</b>
<b>A. ENROLLMENT REQUIREMENTS</b> .....	<b>14</b>
<b>B. BELL SCHEDULES</b> .....	<b>14</b>
<b>1. <u>Corinth High School</u></b> .....	<b>14</b>
<b>2. <u>Corinth Middle School</u></b> .....	<b>15</b>
<b>3. <u>Corinth Elementary School</u></b> .....	<b>15</b>
<b>4. <u>Delayed Start Schedule (CHS, CMS, CES)</u></b> .....	<b>15</b>
<b>C. SCHOOL BUS CONDUCT</b> .....	<b>16</b>
<b>1. <u>General Rules</u></b> .....	<b>16</b>
<b>2. <u>Loading and unloading</u></b> .....	<b>16</b>
<b>3. <u>Conduct on Buses</u></b> .....	<b>16</b>
<b>4. <u>School Bus Discipline Ladder</u></b> .....	<b>17</b>
<b>D. PARENTAL INVOLVEMENT</b> .....	<b>17</b>
<b>1. <u>Parental Involvement Plan</u></b> .....	<b>17</b>
<b>2. <u>Parent-Teacher Conferences</u></b> .....	<b>18</b>

3.	<u>Parent-Teacher Organizations (CES, CMS)</u> .....	18
E.	ACCESS TO STUDENT RECORDS.....	18
F.	STUDENT TRANSFER POLICY.....	19
G.	CHILD CUSTODY ORDERS.....	19
H.	OUT-OF-STATE TUITION.....	19
I.	CORINTH SCHOOL DISTRICT SOCIAL MEDIA.....	19
<b>IV.</b>	<b>ACADEMICS</b> .....	<b>20</b>
A.	CLASSIFICATION OF STUDENTS (CHS) .....	20
B.	STUDENT PLACEMENT POLICY (K-6) .....	20
C.	COURSE OF STUDY.....	20
1.	<u>Schedule Requirements</u> .....	20
(a)	<u>Regular Students</u> .....	20
(b)	<u>Dual Enrollment</u> .....	20
(c)	<u>Special Part-Time Students</u> .....	20
2.	<u>Non-Credit Involvement During the School Day</u> .....	20
3.	<u>Program of Studies</u> .....	21
(a)	<u>English Policy</u> .....	21
(b)	<u>AICE or Weighted GPA for Advanced Placement Classes</u> .....	21
(c)	<u>Summer School (at other schools)</u> .....	21
(d)	<u>Mississippi Virtual Public School Information</u> .....	21
4.	<u>Schedule Adjustments</u> .....	21
(a)	<u>Corinth High School</u> .....	21
(b)	<u>Corinth Middle School</u> .....	22
D.	GRADING, GRADE REQUIREMENTS AND REPORT CARDS.....	22
1.	<u>Calculation of Grades</u> .....	22

(a)	<u>Corinth High School</u> .....	22
(b)	<u>Corinth Middle School</u> .....	24
(c)	<u>Corinth Elementary School</u> .....	24
2.	<b><u>Report Cards</u></b> .....	25
(a)	<u>Corinth High School</u> .....	25
(b)	<u>Corinth Middle School</u> .....	25
(c)	<u>Corinth Elementary School</u> .....	25
3.	<b><u>Honor Roll</u></b> .....	26
(a)	<u>Eligibility</u> .....	26
(b)	<u>Regular Honor Roll</u> .....	26
(c)	<u>Principal’s Honor Roll</u> .....	26
(d)	<u>Publication</u> .....	26
4.	<b><u>Promotion Policy</u></b> .....	26
(a)	<u>Corinth Middle School</u> .....	26
(b)	<u>Corinth Elementary School</u> .....	26
E.	<b>GRADUATION</b> .....	27
1.	<b><u>Corinth High School Graduation Requirements</u></b> .....	27
2.	<b><u>Diploma Options</u></b> .....	27
3.	<b><u>Mississippi Scholars and Mississippi Tech Masters Program</u></b> .....	27
4.	<b><u>STAR Student / STAR Teacher</u></b> .....	27
5.	<b><u>Opt Out Policy</u></b> .....	27
6.	<b><u>Occupational Diploma</u></b> .....	27
7.	<b><u>Graduation Exercises</u></b> .....	28
F.	<b>21<sup>st</sup> CENTURY COMMUNITY LEARNING CENTER - EXTENDED DAY &amp; EXTENDED YEAR</b> .....	28

<b>V.</b>	<b><u>ATTENDANCE</u></b> .....	<b>28</b>
	<b>A.</b> ATTENDANCE POLICY.....	<b>28</b>
	<b>B.</b> MISSISSIPPI COMPULSORY ATTENDANCE LAW.....	<b>29</b>
	<b>C.</b> EXCUSABLE ABSENCES.....	<b>29</b>
	<b>D.</b> EXTENDED ABSENCE POLICY.....	<b>31</b>
	<b>E.</b> MAKE UP POLICY.....	<b>31</b>
	<b>1.</b> <u>Excused Absences</u> .....	<b>31</b>
	<b>2.</b> <u>Unexcused Absences</u> .....	<b>31</b>
	<b>3.</b> <u>Incomplete Grades</u> .....	<b>32</b>
	<b>F.</b> CHECK-OUTS.....	<b>32</b>
	<b>G.</b> TARDINESS.....	<b>32</b>
	<b>H.</b> ENGAGEMENTS DURING SCHOOL HOURS.....	<b>33</b>
	<b>I.</b> EXTRACURRICULAR ACTIVITY PARTICIPATION.....	<b>33</b>
<b>VI.</b>	<b><u>DISCIPLINE</u></b> .....	<b>33</b>
	<b>A.</b> DISTRICT POLICY.....	<b>33</b>
	<b>B.</b> DISCIPLINE LADDER.....	<b>33</b>
	<b>1.</b> <u>Corinth High School and Corinth Middle School Discipline Ladder</u> .....	<b>34</b>
	<b>2.</b> <u>Corinth Elementary School Code of Conduct and Discipline Ladder</u> .....	<b>36</b>
	<b>C.</b> DETENTION, SUSPENSION AND EXPULSION.....	<b>37</b>
	<b>1.</b> <u>Detention (CMS, CHS)</u> .....	<b>38</b>
	<b>2.</b> <u>In-School Suspension (CMS, CHS)</u> .....	<b>38</b>
	<b>3.</b> <u>Suspension</u> .....	<b>38</b>
	<b>4.</b> <u>Expulsion</u> .....	<b>38</b>
	<b>D.</b> HEARINGS.....	<b>38</b>
	<b>1.</b> <u>Disciplinary Hearings</u> .....	<b>38</b>

2.	<u>Appeal Hearings</u> .....	39
3.	<u>Expulsion Hearings</u> .....	39
E.	SEARCHES.....	39
F.	LAW ENFORCEMENT INVOLVEMENT.....	39
G.	METAL DETECTORS.....	39
H.	ANTI-BULLYING POLICY.....	40
I.	DRESS CODE.....	42
1.	<u>Corinth High School and Corinth Middle School Dress Code</u> .....	42
2.	<u>Corinth Elementary School Dress Code</u> .....	43
J.	CELL PHONES / ELECTRONIC DEVICES.....	43
K.	HAZING PROHIBITED.....	43
L.	TOYS, ETC. ....	44
M.	CHARACTER EDUCATION.....	44
N.	CHEATING.....	44
O.	E-CIGARETTES AND SIMILAR DEVICES.....	44
<b>VII.</b>	<b><u>STUDENT LIFE</u></b> .....	<b>44</b>
A.	ARRIVAL AND DISMISSAL.....	44
1.	<u>Corinth High School and Corinth Middle School</u> .....	44
2.	<u>Corinth Elementary School</u> .....	45
B.	PARKING (CHS) .....	47
C.	CAR RIDERS/WALKERS.....	47
D.	DELIVERIES.....	47
E.	SCHOOL PARTIES AND SPECIAL EVENTS (CES) .....	47
F.	GRADE REQUIREMENTS FOR HONORS AND ELECTED POSITIONS.....	47
1.	<u>Valedictorian and Salutatorian Awards</u> .....	48

2.	<u>STAR Student Award</u> .....	48
3.	<u>Hall of Fame</u> .....	48
4.	<u>Subject Awards</u> .....	49
5.	<u>Athletic Awards</u> .....	49
6.	<u>Band Awards</u> .....	49
G.	STUDENT COUNCIL.....	49
H.	NATIONAL HONOR SOCIETY / NATIONAL JUNIOR HONOR SOCIETY .....	49
I.	CLUBS.....	50
J.	SENIOR ACTIVITIES AND PRIVILEGES.....	50
K.	SELECTIONS OF BEAUTIES.....	50
L.	FEES.....	50
1.	<u>Driver Education Fee</u> .....	50
2.	<u>Class Ring</u> .....	50
M.	CAFETERIA / MEALS.....	50
1.	<u>Pricing of Meals</u> .....	50
2.	<u>Prepaying for Meals</u> .....	51
3.	<u>Lunch Period</u> .....	51
4.	<u>Gum, Candy, Food &amp; Drinks</u> .....	51
5.	<u>Corinth Elementary School Lunch Procedures</u> .....	52
N.	TELEPHONE USE AND STUDENT MESSAGES.....	52
O.	HALL BEHAVIOR.....	52
P.	FUNDRAISING.....	52
Q.	SCHOOL PURCHASES.....	53
R.	LOCKERS.....	53
S.	LOST AND FOUND.....	53

T.	CARE OF SCHOOL BUILDING, GROUNDS AND PROPERTY.....	53
U.	TEXTBOOKS.....	53
V.	MEDICAL POLICIES.....	54
1.	<u>Immunizations</u> .....	54
2.	<u>Infectious Disease Policy</u> .....	54
3.	<u>Procedures for Administering Medication</u> .....	54
4.	<u>School Nurse (CES, CMS)</u> .....	55
5.	<u>Timber Hills Services</u> .....	55
W.	COMPUTER AND INTERNET USE.....	55
1.	<u>Computer Ethics Guidelines</u> .....	55
2.	<u>Computer Lab</u> .....	55
3.	<u>Internet Usage</u> .....	55
4.	<u>Computer / Internet Usage Discipline Ladder</u> .....	56
X.	EMERGENCY DRILLS AND WEATHER ALERTS.....	56
1.	<u>Fire Drills and Evacuation</u> .....	56
2.	<u>Severe Weather Drill</u> .....	56
VIII.	<u>EXTRACURRICULAR ACTIVITIES</u> .....	57
A.	ATHLETICS.....	57
B.	GENERAL ELIGIBILITY RULES FOR EXTRACURRICULAR ACTIVITIES.....	57
1.	<u>Corinth High School</u> .....	57
2.	<u>Corinth Middle School</u> .....	58
C.	ATHLETIC TICKETS.....	59
D.	INSURANCE (ACCIDENT) .....	60
E.	PHYSICALS.....	60
F.	CHEERLEADERS/DANCE TEAM.....	60



**G. BAND AUXILIARY UNITS..... 60**

**APPENDIX A: CORINTH HIGH SCHOOL GRADUATION REQUIREMENTS..... 61**

**APPENDIX B: DIFFERENTIATED DIPLOMA OPTIONS..... 67**

**APPENDIX C: MISSISSIPPI SCHOLARS AND MISSISSIPPI TECH MASTERS PROGRAMS.....69**

**STUDENT HANDBOOK ACKNOWLEDGMENT..... 73**

## WELCOME

August 2016

Dear Parents/Guardians:

We are excited about the 2016-17 school year in the Corinth School District. Teachers, administrators and staff have worked together to prepare for this year, and I know they will provide a quality learning experience for your child. We are committed to achieving the following mission of the Corinth School District:

***To create a world-class 21<sup>st</sup> century educational experience for all students to achieve academic success, develop personal and civic responsibility, and achieve career and college readiness for the future***

The 2016-17 handbook organizes all of the policies and procedures for Corinth Elementary, Middle and High Schools into one document to provide parents with what we hope will be an easier way to access needed information regarding school operations. It is our hope that you will take the time to review these policies and procedures with your children and discuss with them the importance in understanding these and how they contribute to the safe and orderly operation of our schools.

School administrator contact information is found on page 11. I would encourage you to contact them if you have any questions or need clarification of a specific policy.

We desire the best for every child in our school district, and we look forward to partnering with you to help your children receive quality educational opportunities. I encourage you to have daily conversations with your child about school and the work they do each day. Parent involvement is extremely important and we hope you will take advantage of any parental involvement activities sponsored by the District.

Thank you for your on-going support and commitment to the Corinth School District. Please feel free to contact me if I can be of assistance to you.

Sincerely,

Edward Lee Childress

## **I. INTRODUCTION**

The primary purpose of this handbook is to inform students and parents about many of the policies and procedures of Corinth High School, Corinth Middle School and Corinth Elementary School. It is the responsibility of the student and parents to become familiar with the contents of this publication so that misunderstandings and unnecessary disciplinary action can be avoided.

Through better understanding and cooperation, a better education can be afforded the students of our school. We welcome your cooperation, input and contributions to a safe, pleasant learning environment.

If you have any questions, have suggestions or desire additional information, contact:

### **Corinth High School:**

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Corinth High School  
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Kristian Walker  
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### **Corinth School District Administration:**

Lee Childress, Ed.D.  
Superintendent  
Corinth School District  
662-287-2425  
[lchildress@corinth.k12.ms.us](mailto:lchildress@corinth.k12.ms.us)

### **Corinth School District Board of Trustees:**

Mr. Jerry Finger, President  
Mr. Frank Davis, Secretary  
Mr. Dennis Dilworth  
Mrs. Becky Null  
Mr. Chip Peterson

## **II. LEGISLATION AND NON-DISCRIMINATION**

### **A. NOTICE OF NON-DISCRIMINATION**

The Corinth School District does not discriminate on the basis of race, color, religion, national origin, sex, age, or disability in the provision of educational programs and services or employment opportunities and benefits. The following office has been designated to handle inquiries and complaints regarding the non-discrimination policies of the District:

Edward Lee Childress, Ed.D.  
1204 North Harper Road  
Corinth, MS 38834  
662-287-2425  
[lchildress@corinth.k12.ms](mailto:lchildress@corinth.k12.ms)

### **B. EQUAL OPPORTUNITY**

No person shall on the basis of sex, race, religion, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, occupational training, or any other program or activity operated by the Corinth School District. The employment procedures followed within the school district will also meet the requirements for nondiscrimination. Any inquiries regarding Title IX and Section 504 and its application may be directed to Jean McFarland, Federal Programs Coordinator, or the Director of the Office for Civil Rights, Department of Health, Education and Welfare.

### **C. MISSISSIPPI SCHOOL SAFETY ACT OF 2001**

The School Safety Act of 2001 is cumulative and in addition to the school district's existing authority regarding discipline of students. Pursuant to the Act, the school district has adopted policies and procedures that recognize the teacher as the authority in classroom matters regarding the school district's written discipline code of conduct.

In the event the teacher removes a student who, in the professional judgment of the teacher, is disrupting the learning environment, and the removal is approved by the principal or assistant principal, the student may not be returned to the classroom until a conference has been held with the student's parent, guardian, or custodian. During the conference, the disruptive behavior will be discussed and agreements reached that no further disruption will be tolerated. The conference may be in person, by telephone, by e-mail, or by other written communication.

Among other provisions, this act provides that a student 13 years of age or older may be subject to automatic expulsion on the third occurrence of habitually disruptive behavior during a school year. (Students under age 13 may be subject to expulsion for such conduct pursuant to other school policies and procedures).

The term "disruptive behavior" means conduct of a student that is so unruly, disruptive or abusive that it seriously interferes with a school teacher's or school administrator's ability to communicate with the students in a classroom, with a student's ability to learn, or with the operation of a school or school-related activity and which is not covered by other laws related to violence or possession of weapons or controlled substances on school property, school vehicles or at school-related activities. Such behaviors included, but are not limited to: foul, profane, obscene, threatening, defiant or abusive language or action toward teachers or other school employees, defiance, ridicule or verbal attack of a teacher; and willful, deliberate and overt acts of disobedience of the directions of a teacher.

The term "habitually disruptive" refers to such actions of a student which cause disruption in a classroom, on school property or vehicles, or at a school-related activity on more than two occasions during a school year, and to disruptive behavior that was initiated, willful and overt on the part of the student and which required the attention of school personnel to deal with the disruption.

After the second instance of behavior that is determined by the principal or designated administrator to have seriously interfered with the school environment, the parents/guardians will be contacted to help develop a behavior modification plan for student.

#### **D. SCHOOL VIOLENCE PREVENTION**

Section 97-37-17, Miss. Code of 1972, has been amended to make it a felony for any person to possess or carry any gun, rifle, pistol, or other firearm of any kind, or any dynamite cartridge, bomb, grenade, mine, or powerful explosive on educational property; and to make it a misdemeanor for any person to possess or carry any BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knucks, razors and razor blades, and any sharp-pointed or edged instrument on educational property. A copy of the provision of section 97-37-17 will be posted for public view in various locations in the school.

Under Section 37-11-29, Miss. Code of 1972, as amended, any principal, teacher, or other school employee who has knowledge of any unlawful activity or violent acts which occurred on educational property or during a school-related activity is required to report such activity or acts to the superintendent of the school district or his designee, who is then required to notify the appropriate law enforcement officials. In the event of an emergency or if the superintendent or his designee is unavailable, any principal may make a report required under this subsection. The "unlawful activity or violent acts" which must be reported specifically include an assault resulting in serious physical injury, sexual assault, sexual offense, rape, kidnapping, indecent liberties with a minor, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a controlled substance in violation of the law. Upon receipt of such a report, the law enforcement agency must immediately dispatch an officer to the educational institution and with probable cause, arrest the offender.

Section 37-11-18, which has been added to the code provides **that any student who possesses any illegal controlled substances, a knife, handgun, other firearm or any other instrument considered to be dangerous and capable of causing bodily harm** or who commits a violent act on school property shall be subject to automatic expulsion for the calendar year by the superintendent or principal of such school, provided, however, that the superintendent of the school district shall be authorized to modify the period of time for such expulsion on a case-by-case basis. Such expulsion shall take effect immediately subject to the student's Constitutional rights of due process.

Under Section 43-21-605, Miss. Code of 1972, as amended, the Youth Court is prohibited from placing a child who has been expelled from a school district for the commission of a violent act in another school district; and under Section 43-21-621, Miss. Code of 1972, Youth Court cannot order the enrollment or re-enrollment of a student who has been suspended or expelled for possession of a weapon on school grounds, for an offense involving a threat to the safety of other persons, or for any action which might result in death or physical harm to another.

**It is the responsibility of each student to become thoroughly familiar with all the provisions of these laws and to comply with their provisions.**

#### **Addition to School Violence Act Policy**

Any student on school property or at a school function who determines that he/she has an item (such as a knife, gun, weapon, firecracker, illegal drugs, etc.) that is prohibited by school policy and/or state law, should immediately notify and give the item to the nearest teacher, staff, or principal. Any student finding such an item on school property should immediately notify the nearest staff member. **If the item is reported as prescribed, this will be taken into consideration in determining any disciplinary action. If a student possesses any of these items and DOES NOT report it as prescribed, it will be considered an intentional and willful violation of school policy and/or state law. Strict disciplinary action, including possible expulsion, will result.**

**E. NOTICE TO EMPLOYEES AND PARENTS REGARDING ASSUMED ASBESTOS CONTAINING MATERIAL**

The Corinth School District was inspected on January 26, 1983, by Environmental Protection Systems, Inc., of Jackson, Mississippi, for friable asbestos containing materials. Friable surfacing materials were found on ceilings in Corinth Middle School. A complete abatement project to remove all identified friable asbestos containing material (ACM) was completed during July of 1987, by ARC, Inc., of Tuscaloosa, Alabama. Verification of Compliance with EPA Regulations for clearance was provided by state-of-the-art air sampling by McCoy and McCoy, Inc., and final EPA clearance was given on August 25, 1987.

Under new regulations (Asbestos Hazard Emergency Response Act of 1987) the Corinth School District was required to re-inspect all school facilities for the presence of either friable or non-friable ACM. These inspections were completed during August of 1988. Samples of all materials suspected of containing asbestos were submitted to an EPA approved laboratory for analysis. No hazardous asbestos containing materials were found in Corinth Schools. Only floor tile, assumed to contain asbestos, remains in the Corinth Middle School. This tile is covered with non-asbestos tiles or carpet and these areas receive surveillance semi-annually to determine if any change in their condition has occurred.

Corinth School District has filed with the State Department of Education a plan for safe management of assumed ACM in the facilities of the District. These management plans are available for public inspection during normal business hours at the following locations:

Administration Office	<i>1204 North Harper Road</i>
Corinth Elementary	<i>Principal's Office</i>
Corinth Middle School	<i>Principal's Office</i>
Corinth High School	<i>Principal's Office</i>

We are pleased and fortunate to have all identified hazardous friable asbestos containing material removed from the Corinth School facilities. We sincerely appreciate the patience, understanding, and support of the community during our efforts to identify and remove the asbestos material from the Corinth Schools.

Thank you for your support of the Corinth schools.

**III. GENERAL MATTERS**

**A. ENROLLMENT REQUIREMENTS**

The CSD requires the following items for enrollment:

1. Immunization Certificate
2. Social Security Number
3. Birth certificate/proof of birth
4. Proof of Residency -provide indicators of residency with parent/guardian name and address (e.g. current bill, drivers license, bank statement, voter's registration card, lease agreement, etc.)

**B. BELL SCHEDULES**

**1. Corinth High School**

Regular Schedule

1 <sup>st</sup> Bell	7:50
1 <sup>st</sup> period	8:00 – 8:50
2 <sup>nd</sup> period	8:55 – 9:45
Advisory	9:50 – 10:15
3 <sup>rd</sup> period	10:20 – 11:10

4 <sup>th</sup> period	11:15 – 12:30
A lunch	11:10 – 11:35
B lunch	11:38 – 12:03
C lunch	12:05 – 12:30
5 <sup>th</sup> period	12:35 – 1:25
6 <sup>th</sup> period	1:30 – 2:20
7 <sup>th</sup> period	2:25 – 3:15

**2. Corinth Middle School**

Regular Schedule

1 <sup>st</sup> Bell	7:30
Warning Bell	7:55
1 <sup>st</sup> Period	8:00 – 8:55
2 <sup>nd</sup> Period	8:59 – 9:52
3 <sup>rd</sup> Period	9:56 – 10:49
4 <sup>th</sup> Period	10:53 – 12:24
Lunch A (7 <sup>th</sup> Grade)	11:00 – 11:25
Lunch B (6 <sup>th</sup> Grade)	11:30 – 11:55
Lunch C (8 <sup>th</sup> Grade)	12:00 – 12:25
Lunch D (5 <sup>th</sup> Grade)	12:30 – 12:55
5 <sup>th</sup> Period	12:28 – 1:21
6 <sup>th</sup> Period	1:25 – 2:18
7 <sup>th</sup> Period	2:22 – 3:15

**3. Corinth Elementary School**

Regular Schedule

Arrival	7:30 – 7:55
Tardy Bell	8:00
Lunch	11:00 – 1:00
Recess	12:00 – 2:00
Transportation changes	2:30
End of Check-outs	2:45
Dismissal	3:15

**4. Delayed Start Schedule (CHS, CMS, CES)**

In an effort to avoid make-up days due to inclement weather, the Corinth School District may use a delayed start schedule. Notifications will be made through an automated call and placed on social media. Delayed start schedule options are as follows:

Delayed Start Schedule 1:

9:00 a.m. – School starts (Bus routes run between 7:45-8:45)  
 3:45 p.m. – School dismisses

Delayed Start Schedule 2:

9:30 a.m. – School starts (Bus routes run between 8:15-9:15)  
 4:00 p.m. – School dismisses

## **C. SCHOOL BUS CONDUCT**

### **1. General Rules**

For the safety and welfare of all concerned, good conduct is expected at all times on school buses. A student's privilege to ride a bus is contingent upon good behavior. If a student misbehaves, he will be subject to discipline under the Discipline Ladder, as well as the School Bus Discipline Ladder, which may include loss of the privilege of riding the bus.

Students who come to school on the bus should return home on the bus unless they have a note from the parents. The student should present the signed note to the principal's office and to the teacher on after-school duty.

When a student is suspended from riding the bus for disciplinary reasons, this means the student is not allowed to ride any bus in the Corinth School District. If your child is suspended from riding the bus, he/she must be picked up by 3:15 p.m. The parent is responsible for providing transportation to and from school during the bus suspension period. If a parent fails to pick up his child promptly, the appropriate official agencies will be contacted.

### **2. Loading and unloading**

Students should observe the following rules and instructions when loading and unloading school buses:

1. Be at your assigned loading zone on time.
2. Exercise extreme caution in getting to and from your assigned bus stop.
3. Look in both directions before stepping from behind parked cars.
4. Stay well off the roadway until the bus comes to complete stop and the bus driver indicates that it is safe to board.
5. Do not play on or near the road where there is a sidewalk or pathway.
6. Look in both directions before crossing any roadway.
7. Never walk on the road when there is a sidewalk or pathway.
8. Always walk on the left side of the road, facing oncoming traffic and step off the road when a motor vehicle approaches.
9. Wait until the bus comes to a complete stop before trying to load or unload.
10. Use the handrail while getting on and off the bus.
11. If possible, wear white or light colored clothing and carry a flashlight when you walk on the roadway at night in order that the motoring public might be aware of your presence.
12. When you must cross the road to enter the bus, or after leaving the bus, always cross in front of the bus.

### **3. Conduct on Buses**

Students should observe the following rules regarding conduct on school buses:

1. Respect your bus driver and school property.
2. Remain seated in your assigned seat at all times.
3. Do not distract the driver's attention, except in an emergency.
4. Talk to your friends in a normal tone and do not shout.
5. Do not talk or make unnecessary noise when the bus is approaching and crossing a railroad or a highway intersection.
6. Keep head, hands, and articles inside the bus and to yourself.
7. Do not bring unauthorized articles on the bus, i.e., pets, combustibles, large articles, weapons.
8. Do not smoke or use profane language.
9. Do not fight or scuffle.
10. Be courteous to and follow the instructions of your bus driver and safety patrol.



#### 4. School Bus Discipline Ladder

In addition to action taken under the regular Discipline Ladder, students committing infractions or misconduct on school buses shall be subject to discipline under the following School Bus Discipline Ladder:

- Step 1** Warning referral sent to parents from bus driver and principal/assistant principal.
- Step 2** 3 day suspension from riding any school bus.
- Step 3** 5 day suspension from riding any school bus.
- Step 4** 10 day suspension from riding any school bus.
- Step 5** 20 day suspension from riding any school bus.
- Step 6** Suspension from transportation for the remainder of the school year.
- Severity Clause – Any action deemed severe may result in student going straight to steps 3-6.**

\*Probation for any bus suspension will be 10 school days.

\*Repeated bus offenses are subject to begin at steps 3-6.

If a student brings a knife, box-cutter, etc. onto a bus, he/she will be suspended from riding a bus for a minimum of one month (20 school days).

Being involved in a fight on a school bus will result in a suspension from buses for a minimum of one week and from school as determined by the principal. Continued misconduct will result in an indefinite suspension from buses and/or school.

Students committing discipline infractions while riding vocational transportation buses will be dealt with under the regular Discipline Ladder.

### D. **PARENTAL INVOLVEMENT**

#### 1. Parental Involvement Plan

Each school served under this part shall jointly develop with, and distribute to, parents of participating children a written parental involvement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

Corinth High School, Corinth Middle School and Corinth Elementary School shall:

1. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;
2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;
3. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school-wide program plan under section 1114(b)(2), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children;
4. Provide parents of participating children —
  - (A) timely information about programs under this part;
  - (B) a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and

- (C) if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible; and
- 5. If the school-wide program plan under section 1114(b)(2) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- 6. Share the responsibilities for high student academic achievement with parents, the entire school staff and students through the use of a School-Parent Compact.
- 7. Provide assistance in understanding the State's curriculum content standards, State's student academic standards for assessment, how to improve student achievement to include technology training, educate teachers, school staff, principals to the value of parental involvement, work with outside agencies to encourage parental involvement and publicize information regarding meetings that allow parental involvement.
- 8. Provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

**2. Parent-Teacher Conferences**

Corinth School District welcomes parents and others who are interested in the school. Parents are encouraged to call the school if they have any questions regarding their child or the operation of the school. Parents are especially encouraged to visit teachers at the school for conferences. Please call the school office to set up a conference with the principal or counselor. From time to time, teachers may also schedule parent-teacher conferences.

It is desirable for the teacher to have one day's notice and for the conference to be scheduled during the teacher's conference period. If this is not possible, other arrangements may be made to honor parents' requests. Immediately upon arrival all visitors are to go to the front office to sign in and be directed to the proper place.

**3. Parent-Teacher Organizations (CES, CMS)**

The PTO is extremely important to our school. The primary purpose of the PTO is to support our school and students, raise money for equipment and instructional supplies that exceed our regular school budget and to provide assistance to teachers during special activities throughout the year.

Please realize the vital part that the PTO plays in the smooth operation of a successful school and come offer your help. There are several opportunities to volunteer with a variety of programs through the PTO.

**E. ACCESS TO STUDENT RECORDS**

The law allows school officials, including your child's teacher, to have access to school records. Additionally, the following rights are accorded you under the Family Educational Rights and Privacy Act of 1974:

- 1. You are entitled to have access to your child's school records upon request. This request should be directed to the building principal or counselor.
- 2. You are entitled to inspect and review the contents of your child's records and to challenge the contents if you feel they are inaccurate, misleading, in violation of the privacy or the other rights of the student, or if they contain inappropriate data.
- 3. Before any school records will be released to third parties (potential employers, etc.) who have requested copies of your child's records the school must have your written consent.
- 4. Upon a receipt of a subpoena or judicial order requiring the principal to relinquish control of your child's record, you will be notified of the subpoena or judicial order before the principal will relinquish control of the records.

5. Under Regulation # 99.5 of the Privacy Rights of Parents and Students Act, Corinth Schools will forward educational records upon request to a school in which a student seeks or intends to enroll under this regulation, no further notice of transfer is necessary.
6. The law allows “directory information” about students to be made public without specific permission from parents. You are entitled, however, to request the deletion of certain information about your child from school directories.
7. The school will maintain a list containing the signature, the date, and the reason for all persons receiving access to your child’s records. The law, however, allows school officials, including your child’s teachers, to have access to school records without signature. You are entitled to have access to this list.
8. When your child becomes eighteen yours of age, the rights formerly accorded to you as parents with respect to the school records will become the sole right of the student.

**F. STUDENT TRANSFER POLICY**

Students who apply to transfer into Corinth School District may be approved by the Board of Trustees if the student’s parent(s) or legal guardian(s) are bona fide residents of Mississippi, student is in good standing with the last school attended, making satisfactory grades, and has an appropriate release from the School Board of their residence if required.

New transfers out of the Corinth School District will be granted as mandated by State Law as follows:

1. If a parent is a regular employee of the school district to which the student wishes to transfer.
2. Student lives more than 30 miles from the student’s home school.
3. Brother(s) and/or sister(s) of the student were approved to transfer prior to June 1, 1992.
4. Students whose parents have moved into the Corinth School District after bona fide residents of the Alcorn School District for a minimum of two years, and the students have attended Alcorn Schools for at least two full years, and are classified as a Junior or Senior for the then current school year, will be released upon request to continue attending Alcorn Schools until graduation.

If the student enrolls in Corinth Schools after moving into the District, no transfer will be granted.

Any additional transfer requests will be considered on an individual basis and will be granted only under exceptional circumstances.

All requests for transfers must be made and approved prior to the student’s enrolling in the school to which he/she is requesting a transfer.

**G. CHILD CUSTODY ORDERS**

The Corinth School District will comply with any court order relative to custody. A copy of the court order must be brought to the office to be included in the child’s cumulative folder.

**H. OUT-OF-STATE TUITION**

If you live out of the state, tuition is \$150 per year, per child, and is due prior to the end of the first month of school.

**I. CORINTH SCHOOL DISTRICT SOCIAL MEDIA**

The Corinth School District website can be accessed at [www.corinth.k12.ms.us](http://www.corinth.k12.ms.us). You will find district news, school calendars, announcements, contact information, news and information specific to each of our schools. By clicking on your particular school’s website you will be able to access school-specific information. Information is also available on the District’s Facebook, Twitter, and Instagram accounts. Student photos will be published on these sites unless the student, parent or guardian notifies the District of a desire not to have the student’s photo published.

## IV. ACADEMICS

### A. CLASSIFICATION OF STUDENTS (CHS)

**Freshmen:** Those who have successfully completed the eighth grade.

**Sophomores:** Those who are second-year high school students and have successfully completed 7 units of credit including IGCSE English Language

**Juniors:** Those who have successfully completed 12 units of credit including IGCSE English Literature or AICE General Paper.

**Seniors:** Those who have successfully completed 18 units of credit, or who, at the time the school year begins, are on track to graduate at the end of the current academic year.

### B. STUDENT PLACEMENT POLICY (K-6)

The principal of each school serving grades K-6 will be responsible for making individual student assignments to a classroom teacher. These assignments will be made on an objective basis and classes will be balanced according to achievement, ethnicity, and gender.

### C. COURSE OF STUDY

#### 1. Schedule Requirements

##### (a) Regular Students

Students must be enrolled each semester in at least six units of credit. Students must be gainfully involved seven periods per day each semester. Career Pathways Experience (CPE) students must be enrolled each semester in a minimum of four classes other than CPE unless approved by the CPE instructor.

**EXCEPTION:** A student may be permitted to satisfy the enrollment requirements of the Corinth High School by taking at least four (4) approved major credits in Corinth High School and attending another school training institution in order to pursue an education or training program not available in the Corinth School District. The principal and superintendent must approve any such program.

##### (b) Dual Enrollment

Juniors and seniors who meet the necessary requirements (3.00 GPA ,14 core high school units, and ACT requirements) may take the required courses for graduation at Corinth High School along with dual enrollment classes offered at Corinth High School, or be released to attend college classes the remainder of the school day.

##### (c) Special Part-Time Students

In order to complete graduation requirements, fourth-year seniors, who fail to graduate in the spring or summer may return to school the following year as a part-time student.

#### 2. Non-Credit Involvement During the School Day

The following non-credit involvement will be offered during the school day:

- Library Aide (limited)
- Peer Tutoring
- Office Aide (limited)
- Teacher Aide (limited)
- Athletics

### **3. Program of Studies**

#### **(a) English Policy**

Grades from summer school or correspondence courses must be recorded on our records prior to the opening of school the following fall or the complete course must be repeated. Students taking English IV may repeat a semester failed during the school year by being rescheduled.

Summer credits that count toward graduation must be limited to one per summer session.

A total of 4 units may be earned during high school. Correspondence courses that count toward graduation are limited to one credit during high school. Counselor and principal approval is required.

English I, English II, and English III or their equivalents cannot be taken in summer school or by summer correspondence as a new subject. English IV may be taken in summer school or by correspondence in order to graduate in the summer (provided the student has completed four years of high school and has submitted one approved research paper.) Approval of counselor and principal is required.

In order to earn credit from Corinth High School in English III and English IV, a student must complete and turn in a research paper each year. During regular session a student may be allowed to take English III and English IV during the same year if by completing both courses he/she can graduate.

#### **(b) AICE or Weighted GPA for Advanced Placement Classes**

Students who are enrolled in AICE and AP classes will receive weighted GPA credit because of the nature and difficulty of the coursework. Students will receive 5 quality points for an "A" and 4 quality points for a "B"

#### **(c) Summer School (at other schools)**

A student may enroll in one course offered for credit. This includes the repetition of a course taken in which no credit was earned. A maximum of four units earned during summer school will be accepted toward graduation.

Credit will be accepted for work during a summer term from other schools provided that (1) the school attended is accredited by the state accrediting commission, (2) permission by both principals involved is given, (3) courses offered are the same quality and quantity to courses offered at Corinth High School.

#### **(d) Mississippi Virtual Public School Information**

Mississippi Virtual Public Schools (MVPS) is an online program offered at Corinth High School. MVPS is supported by the Mississippi Department of Education (MDE). A certified teacher teaches each course and final grades are posted on the student's high school transcript. Students interested in taking courses through MVPS, should contact the school counselor. Once a student is registered with MVPS, parents will receive personal login information and can monitor his/her progress. Parents can email the child's instructor with question or concerns. If a student taking and MVPS course falls too far behind, he/she may be dropped from the program and charged a \$50 fee.

### **4. Schedule Adjustments**

#### **(a) Corinth High School**

In the spring, students are given the opportunity to select courses for the following year. Schedules will be distributed in early summer, and an opportunity to request schedule adjustments will be offered. Students have two (2) weeks to request schedule changes. Changes that merit consideration include:

1. Correcting scheduling errors.
2. The addition of a course to meet specific graduation requirements.

3. Adjustments made for students courses passed in summer school.
4. Reduction in over-crowded classes.
5. Teacher/principal recommendation resulting in a situation where a student has fallen behind in a two-semester course and has demonstrated maximum effort, based on the daily observation of his/her teacher.

(b) Corinth Middle School

Grades 7-8 schedule adjustments should be initiated by obtaining a Schedule Change Request from the counselor. The completed form is to be returned to the counselor. Students will be notified of the status of their request as soon as possible. Students are expected to follow their existing schedules until notified to do differently. During the spring semester, students at CMS are given an opportunity to select courses for the following year. The numbers of selections are determined and teachers are employed based on the input from the students. In view of the advanced planning necessary to stabilize class rolls in order to achieve educational goals, it is imperative that schedule adjustments be held to a minimum. Students are given the opportunity to question and receive consideration for changes until a deadline in June. Following this deadline, the only changes that merit consideration are those:

1. Correcting scheduling errors.
2. Adding a class during the first ten days of each school year, provided there is room for the selection and the student does not have a class already.
3. Changes deemed necessary by the principal.

**D. GRADING, GRADE REQUIREMENTS AND REPORT CARDS**

**1. Calculation of Grades**

Grades assigned to students as a result of an evaluation are very significant and therefore should be determined by carefully planned procedures. It is very important that teachers, students, and parents understand the procedures used in evaluating students achievement and assigning grades.

(a) Corinth High School

**Grading Scale:**

<b>Letter Grade</b>	<b>Numeric Grade</b>
A	93-100
B	85-92
C	75-84
D	70-74
F	Below 70

IGCSE classes – 13 courses (Extended Classes have a 1.03 weight). Advanced International Certificate of Education (AICE) and Advanced Placement Classes have a 1.05 weight.

- A. **Tests:** At least one of the following methods will be used by teachers to determine the test portion of the nine-weeks grade:
1. At least four (4) major evaluations, one of which may be a summative type of evaluation other than a unit or chapter test (for example: term paper, project, etc.).
  2. At least a nine-weeks test and two other major evaluations - One of the major evaluations may be a summative type of evaluation other than a unit or chapter test (for example: term paper, project, etc.).

Note: Nine-weeks tests will constitute at least 25%, but not more than 50%, of the test grade.  
Drop grades must be grades in excess of requirements above.

- B. **Daily Grades:** At least nine (9) daily grades will be recorded per grading period.

- C. **Semester Examinations:** Semester examinations are required 1<sup>st</sup> semester and shall constitute 1/7 of the semester grade.
- D. **Yearly Average:** The average of the two semester grades.
- E. **Conversion Scale for Four Point G.P.A.:** This scale will be used in computing grade point averages based on a four-point system. All subjects taken will be considered in figuring the G.P.A.

		<b>Regular &amp; Accelerated</b>	<b>AICE/Advanced Placement</b>
<b>A</b>	<b>93-100</b>	<b>A 4 pts.</b>	<b>5 pts.</b>
<b>B</b>	<b>85-92</b>	<b>B 3 pts.</b>	<b>4 pts.</b>
<b>C</b>	<b>75-84</b>	<b>C 2 pts.</b>	<b>2 pts.</b>
<b>D</b>	<b>70-74</b>	<b>D 1 pt.</b>	<b>1 pt.</b>
<b>F</b>	<b>Below 70</b>	<b>F 0 pts.</b>	<b>0 pts.</b>

The 4-point G.P.A. is computed by adding the total points earned considering semester grades in the classes in which students earn Carnegie units, then dividing by the number of semester grades. Total points/no. of grades = G.P.A.

- F. **Procedures:** Students must be completely informed of the procedures used by the teacher at the beginning of the course and at the beginning of a grading period in which a change of procedure is made.
- G. **Credit by Demonstrated Mastery:** Credit by Demonstrated Mastery (CDM) is the process by which the Corinth School District employs a body of evidence to award a student credit in a particular course without requiring the student to complete the traditional classroom instruction for a certain amount of seat time. The CDM process will be open to all eligible high school and middle school students. However, it may not be in the best interest of all students to attempt to earn course credit through the CDM process. The CDM process is designed to provide opportunity for an individual student who has an exceptional mastery (a much higher level of understanding than proficiency) of course content prior to taking a course and who wishes to earn credit and move onto another course that will be more meaningful.

“Mastery” is defined as a student’s command of course material at a level that demonstrates a deep understanding of the content standards and the ability to apply his or her knowledge of the material. Students will demonstrate mastery through a multi-phase assessment, consisting of (1) a standard examination, which shall be the end of course assessment where applicable, or a final exam developed by the Corinth School District and (2) an artifact which requires the student to apply knowledge and skills relevant to the content standards. This multi-phase assessment process builds a body of evidence that allows a committee to determine if the student has a deep understanding of the standards for the course or subject area. Students must score at the mastery level on the Phase I assessment in order to be eligible to progress to Phase II. Mastery level is defined as:

- All End of Course Tests
  - Meet College and Career Readiness Standard
- Non-EOC Courses ≥ 94 score on CSD Final Exam

Re-testing on the Phase I assessment is NOT permitted.

#### **Phase II Assessment**

While the Phase I Assessment process establishes a student’s strong foundational understanding of the course standards, the Phase II Assessment process establishes a student’s ability to apply knowledge in a meaningful context to establish clearly that he or she should be awarded course credit. Phase II Assessment Artifacts can range from written reports, a demonstration of lab skills, electronic presentations, oral interviews or a combination of these. Phase II Assessment Artifacts will be reviewed and scored by a committee of teachers to determine if the artifact demonstrates application-based mastery of the course content.

Students who demonstrate mastery through the CDM process shall receive credit towards graduation. Course credit shall be indicated on the student's transcript with the suffix CDM attached to the course. CSD will not award a numeric or letter grade for the CDM course and will not include the grade in the student's grade point average calculation. The CDM course credit will be awarded similar to a "Pass" used in awarding "Pass/Fail" credit. Also, only regular course credit can be earned through the CDM process. Honors and/or AICE credit is not available through the CDM process.

For students who unsuccessfully attempt the CDM process, no credit will be awarded and NO record of the unsuccessful attempt will be noted on the student's transcript. In order for a student to receive credit for the course after an unsuccessful attempt, the student must enroll in the course and complete it successfully in the traditional manner. A student may only attempt the CDM process in a particular course ONE time. In order to attempt to earn credit for a course using the CDM option, a student must have earned all the required prerequisite course credits.

(b) Corinth Middle School

Grades assigned to students as a result of an evaluation are very significant and therefore should be determined by carefully planned procedures. It is very important that teachers, students and parents understand the procedures used in evaluating students achievement and assigning grades.

Sections A-E apply to grades 7-8 only.

- A. **Test:** 60% of nine-weeks grade. At least four (4) major evaluations. One may be a nine-weeks test. Another may be a term paper, project, etc. All major evaluations will count the same.
- B. **Daily:** 40% of nine-weeks grade. At least eighteen (18) daily grades will be given. These grades will be given for any individual work, group assignment, homework or laboratory activity completed by the student.
- C. **Nine-weeks Averages:**  
Test - 60%  
Daily - 40%
- D. **Semester Examinations:** Semester Examinations are required for all students and shall constitute 1/7 of the semester grade.
- E. **Yearly average** will be the average of the two semester grades.
- F. **Grading Scale:**

Letter Grade	Numeric Grade
A	93-100
B	85-92
C	75-84
D	70-74
F	Below 70
- G. Students must be completely informed of the procedures used by the teachers at the beginning of the course and at the beginning of a grading period in which a change in procedure is made.

(c) Corinth Elementary School

- A. **Student Academic Progress and Homework:**
  1. Homework may be assigned to enhance classroom instruction, for additional practice, enrichment and to aid in maintaining skills. Homework is to enrich academic assignments and works best when students have a quiet, designated place to study at home and is regularly checked by parents.



2. Homework will emphasize practice in previously taught skills, preparation and studying for a test, make-up work, remedial activities, project/enrichment activities that extend classroom learning.
3. Homework may include drills in fundamentals skills.
4. Homework should not exceed 10 minutes total per grade (for example, kindergarten and first grade homework should not exceed 10 minutes, 2<sup>nd</sup> grade- 20 minutes, 3<sup>rd</sup> grade- 30 minutes, and 4<sup>th</sup> grade- 40 minutes).
5. Reading (books, magazines, articles, newspaper, billboards, etc.) to enhance reading skills is strongly encouraged. Listening to students read and students listening to others read is a wonderful activity. Students should read at least 20 minutes each day, in addition to regular homework assignments.
6. Each week graded papers will be sent home for parental review.
7. Periodically, progress reports will be sent home for parental review.
8. At the end of each six-weeks grading period, there will be a report card sent home to show the student's level of attainment in subject areas, work and study habits, and conduct.
9. Parents may request a conference with their child's teacher anytime during the school year. Parents may contact the school office to set up the proper time for the conference or send a note or an email to the teacher.

**B. Grading Scale:**

<b>Letter Grade</b>	<b>Numeric Grade</b>
A	93-100
B	85-92
C	75-84
D	70-74
F	Below 70

- C. Standardized Testing:** Common Assessments (all grades), MAP and Cambridge exams are used as aids in decision making and as sources of information on which to base further instruction.

Test results are utilized in the following ways:

- Identifying individual differences
- Planning instruction
- Evaluating curriculum
- Determining individual strengths and areas in need of improvement
- Evaluating student achievement

**2. Report Cards**

(a) Corinth High School

Report cards are given out on Thursday following the end of each nine-weeks term.

(b) Corinth Middle School

Report cards are given out on Thursday following the end of the nine-weeks term. Parents of students in grades 5-8 are requested to review grades and sign and return report cards.

(c) Corinth Elementary School

Pre-Kindergarten through Third Grade will use a standards based report card to indicate the progress of each student on mastering college and career readiness standards. Fourth Grade will have a standard report card with numerical grades for each subject.

### 3. **Honor Roll**

#### (a) **Eligibility**

To be eligible for the honor roll, a CHS student must be enrolled in at least 5 units of credit, 4 of which are major credits. For CES students, honor roll eligibility will include Math, Language Arts (Spelling, English and Reading), Social Studies (3<sup>rd</sup> and 4<sup>th</sup> grades only) and Writing Composition, but will not include P.E., Music, Handwriting or Conduct.

#### (b) **Regular Honor Roll**

Students who have no grades less than 85 will be named to the Regular Honor Roll.

#### (c) **Principal's Honor Roll**

Students who have no grade less than 93 will be named to the Principal's Honor Roll.

**NOTE:** Students having incomplete or no grade will not be considered for honor roll during that grading period. Students eligible may be named to either honor roll, but not both.

#### (d) **Publication**

An honor roll for CES (1<sup>st</sup> – 4<sup>th</sup> grades), CMS and CHS students may be published at the end of each grading period in *The Daily Corinthian*. Report cards will be issued on Thursday following the end of each nine-weeks.

### 4. **Promotion Policy**

#### (a) **Corinth Middle School**

Fifth and sixth grade student must pass all core subjects (Reading, English, Math and Science) in order to be promoted.

Seventh grade students must pass English, Math, Science, and History to be promoted to the eighth grade.

Eighth grade students must pass English, Math, Science and History to be promoted to the ninth grade.

There will be no social promotion.

#### (b) **Corinth Elementary School**

Because kindergarten is not compulsory, the decision about promotion and/or retention is a decision that must be made by a committee of educators and the parents.

To be eligible for promotion, elementary students in grades 1-3 must successfully demonstrate mastery on 80% of the core skills in language arts (reading, writing, speaking and listening) and mathematics. A student not mastering the required percentage of core skills in one or more of these subjects cannot be promoted to the next grade.

The Literacy-Based Promotion Act places an emphasis on grade-level reading skills for students, particularly as they progress through grades K-3. Any student scoring at the lowest achievement level in reading on the established state assessment for 3rd grade will not be promoted to the 4th grade unless the student meets the good cause exemptions for promotion.

Students in grade 4 must attain an average score of at least 70 in the core curriculum areas, which shall include language arts (reading, writing, speaking and listening) and mathematics. A student failing one or more of these subjects cannot be promoted to the next grade.

## **E. GRADUATION**

### **1. Corinth High School Graduation Requirements**

Corinth High School graduation requirements are set forth in the attached Appendix A.

### **2. Diploma Options**

The Corinth School District values different learning experiences for students. Based on this belief, the District will offer diploma options as outlined in the attached Appendix B.

### **3. Mississippi Scholars and Mississippi Tech Masters Program**

The requirements for the Mississippi Scholars and Mississippi Tech Masters Programs are set forth in the attached Appendix C.

### **4. STAR Student / STAR Teacher**

STAR Student and STAR Teacher selection is based on Mississippi Economic Council program guidelines.

### **5. Opt Out Policy**

The Opt Out Policy is for students enrolled in a college preparatory curriculum and required to have a minimum of 25 Carnegie units for graduation. In those cases that it has been determined by the school's Teacher Support Team and based on the student's academic progress, the student will be allowed to opt out of the current curriculum and graduate with lesser requirements to be determined by the Teacher Support Team; however, the adjusted requirements must meet, at a minimum, the Mississippi Public School Accountability Standards Appendix A for graduating seniors. The Opt Out Policy will not be considered until the third school year following the student's enrollment as a freshman.

### **6. Occupational Diploma**

The requirements for an Occupational Diploma are as follows:

1. The Corinth School District shall offer students with disabilities the option to earn an Occupational Diploma. A prompt decision shall be made pertaining to the provisions for each student to participate in general, career/technical, and special education courses, as appropriate, for meeting graduation requirements. Any student with a disability completing these requirements shall be awarded an Occupational Diploma.
2. Each student completing the program must have an approved Occupational Portfolio containing a collection of evidence of the student's knowledge, skills, abilities, and employment competencies.
3. The individualized education program (IEP) committee shall select a program of study leading toward the regular High School Diploma, the Occupational Diploma, or the Graduation Certificate, and document this decision on the IEP developed during the student's ninth grade year, or the IEP developed during the year prior to the student's sixteenth birthday, whichever occurs first. This decision must be reviewed annually.
4. Each local education agency shall develop procedures for ensuring that students may select and move between courses of study leading to the regular high school diploma, the Occupational Diploma, and the Graduation Certificate, as appropriate.
5. Nothing contained in this rule shall be construed to limit or restrict the right of a student with a disability solely to the Occupational Diploma. When there is indecision regarding which diploma option would be most appropriate for a student, the IEP committee is strongly encouraged to select the higher of the options being considered.

## 7. Graduation Exercises

In order to participate in the graduation exercise, a student must have completed all grade requirements and must attend all required graduation practices unless extenuating circumstances require the student to be absent. In the event of such circumstances, the student shall inform the principal, in advance if possible, and the principal shall make a determination regarding the validity of the reason(s).

A make-up practice will be scheduled for students the principal deems qualified.

Exchange students will not be allowed to participate in graduation exercises unless they meet all the requirements for a diploma.

All fines and fees owed by a student must be paid before being allowed to practice and thereafter participate in graduation exercises.

Graduation is a dignified ceremony and specific procedures will be distributed. Individuals not adhering to these guidelines will be removed from the ceremony.

**NOTE: Seniors who commit a serious handbook violation will be denied the privilege of participating in graduation exercises.**

### F. **21<sup>st</sup> CENTURY COMMUNITY LEARNING CENTER - EXTENDED DAY & EXTENDED YEAR**

The Corinth School District offers an extended day, intersession and extended year program for children through the 21<sup>st</sup> Century Community Learning Center Grant. The goal of this program is to provide students with organized, educational and recreational oriented activities, in an after-school setting. The teachers, the principal, and the parents determine the need and eligibility for these programs.

Extended day runs from September- April from 3:15 p.m. to 5:15 p.m.

Intersession activities will be offered during the months of October and March for students in need of remediation. Criteria will be provided to students and parents at the beginning of the school year.

The extended year program is a summer program during June and July.

This session may also be offered for students needing significant reinforcement.

Transportation is provided for all programs.

Other 21<sup>st</sup> CCLC Program Offerings include:

21<sup>st</sup> Century Community Learning Grant Super Summer Camp: Parents and students will receive specific information about the dates, times and offerings of this program during the months of May and June.

In the event additional 21<sup>st</sup> CCLC programs offerings are available, information will be provided to students and parents as they are scheduled (notes home and school website)

## V. ATTENDANCE

### A. **ATTENDANCE POLICY**

There is a positive relationship between school attendance and success in school. Corinth School District encourages each student to attend classes regularly. It is most important for both the school and parents to encourage good attendance.

**A student must attend 63% of the school day in order to not be counted as absent for the day.**

Students are allowed (7) seven absences per semester, 14 for the year. Once a student exceeds 7/14 absences, only doctor excuses or official absences will be accepted as verified absences.

Note: Assignment to ISS, Alternative School, or other detainment by the school will not count as an absence. Therefore, any student who exceeds seven (7) days absent in a semester will not be exempt from exams. Report cards and transcripts will be held until compliance with the district attendance policy is fulfilled. After a student has exceeded (7) seven absences per class for a semester, the student will not be allowed to go on any field trips or take college or career visits which would cause the student to miss school. For students who have exceeded (7) seven absences for that semester, only doctor excuses or official absences will be accepted as verified absences. Failure to bring a doctor's excuse will result in an unauthorized absence. Doctor's excuses will verify absences. However, the day(s) missed will still be recorded as part of total number of days missed. Severe illness, surgery, or death in the family may be considered in the case of a serious, prolonged, continuous absence. The student or parent will be responsible for informing the principal of extenuating circumstances upon the students return to school. The Attendance Committee will make the final decision concerning the exceptions to the district attendance policy.

Unless absence is verified by phone, a written excuse from the parent/guardian containing the date of the absence, the reason for the absence, and if available, the home and work telephone number for any absence other than official absences. Failure to present a written excuse within twenty-four (24) hours after returning to school will result in an unauthorized absence. If the note cannot be verified, it will result in an unauthorized absence.

**Corinth High School Students with a 70 average or better who have missed more than seven (7) days in a semester will be required to attend Saturday School.** One (1) hour of class time will need to be made up for every absence (excused or unexcused) over seven (7).

Corinth Elementary School students with perfect attendance are recognized each 6-week period.

Attendance is a component of the CMS House Rewards system.

**B. MISSISSIPPI COMPULSORY ATTENDANCE LAW**

The Mississippi Compulsory School Attendance law, Miss. Code Ann. §37-13-91, generally provides that children who have reached the age of 6 years, and who have not reached the age of 17 years by September 1 of the calendar year, shall be enrolled in school and attend on a regular basis.

**C. EXCUSABLE ABSENCES**

Pursuant to the Mississippi Compulsory School Attendance Law, the following shall constitute a valid excuse for temporary nonattendance of a compulsory-school-age child enrolled in public school, provided satisfactory evidence of the excuse is provided to the superintendent of the school district or his designee:

1. An absence is excused when the absence results from the compulsory-school-age child's attendance of an authorized school activity with the prior approval of the superintendent of the school district or his designee. Such activities may include field trips, athletic contests, student conventions, musical festivals and any similar activity.  
Note: According to accreditation requirements, the school district cannot participate in activities that require any student to miss more than 20 class periods in courses for which grade and/or units of credit are issued. Also, the school district cannot participate in activities that require a student to have more than five planned absences in the same class period in courses for which grades and/or units of credit are issued.
2. An absence is excused when the absence results from illness or injury that prevents the compulsory-school-age child from being physically able to attend school.

Note: Absence for sickness or health-related reasons will be excused by the principal for up to seven (7) in a semester by written excuse from a licensed physician, parent or parent/guardian. Any absences for sickness or health-related reasons in excess of the above will be unexcused unless the student furnishes a written excuse from a licensed physician that prohibits the student from attending school. Illness of the immediate family must be so serious as to warrant the student's absence or the absence will be unexcused. These absences must also be documented by a doctor's statement that must be submitted within five (5) days after the student returns to school.

Chronic illnesses that require students to be frequently absent will require periodic verification from the physician.

3. An absence is excused when isolation of a compulsory-school-age child is ordered by the county health officer, by the State Board of Health or appropriate school officials.
4. An absence is excused when it results from the death or serious illness of a member of the immediate family of a compulsory-school-age child. The immediate family members of a compulsory-school-age child shall include children, spouse, grandparents, parents, brothers and sisters, including stepbrothers and stepsisters.
5. An absence is excused when it results from a medical or dental appointment of a compulsory-school-age child where an approval of the superintendent of the school district or his designee is gained prior to the absence, except in the case of emergency.
6. An absence is excused when it results from the attendance of a compulsory-school-age child at the proceedings of a court or an administrative tribunal if such child is a party to the action or under subpoena as a witness.
7. An absence may be excused if the religion to which the compulsory-school-age child or such child's parents adheres, requires or suggests the observance of a religious event. The approval of such absence is within the discretion of the superintendent of the school district or his designees, but approval should be granted unless the religion's observance is of such duration as to interfere with the education of the child.
8. An absence may be excused when it is demonstrated to the satisfaction of the superintendent of the school district or his designee that the purpose of the absence is to take advantage of a valid educational opportunity such as travel including vacations or other family travels. Approval of the absence must be gained from the superintendent of the school district or his designee prior to the absence, but such approval shall not be unreasonably withheld.

Note: Family trip is interpreted to mean one on which the student is accompanied by parents, grandparents, guardian or other approved family member. Family trips that require the students to be absent the entire day during the second or third months are discouraged. Good attendance is important all during the year, but the second and third months are especially important because funds are allocated to our school district based on the average daily attendance of these two months. Also, family trips are not to be taken during nine-weeks tests or during semester exams. Other students may accompany on a family trip provided written permission from parents or guardian is given prior to the trip. Trips of this nature will count against the allowed number of family trip days.

9. An absence may be excused when it is demonstrated to the satisfaction of the superintendent of the school district or his designee that conditions are sufficient to warrant the compulsory-school-age child's non-attendance. However, no absences shall be excused by the school district superintendent or his designee, when any student suspensions or expulsions circumvent the intent and spirit of the compulsory attendance law.

(a) College/Career Visitation. Juniors and Seniors are may be granted up to two excused absences for College/Career visitation, under the following conditions:

1. In order to receive an official absence, the College/Career Visitation form should be completed and returned to the counselor two days prior to the day of the absence.
2. No more than ten students shall be approved to be absent for College/Career Visitation purposes during the school week. Students may not take a College/Career day in October or November. (Exception is made for Northeast Orientation Day.)
3. College/Career Day should be taken prior to the beginning of the final grading period. No visit may be taken on the final day of grading period.

4. Students will bring back to the Attendance Clerk verification of the visit from the appropriate college official.
10. An absence is excused when it results from the compulsory-school-age child officially being employed to serve as a page at the State Capitol for the Mississippi House of Representatives or Senate.

All other absences shall be considered unexcused.

#### **D. EXTENDED ABSENCE POLICY**

Students who are absent from school for fifteen (15) consecutive days will be dropped from the school rolls unless the absences are due to illness supported by a doctor's statement. Students dropped from the rolls under this policy, who wish to be considered for re-admission, must appear before the principal for a hearing with parents or guardians present.

#### **E. MAKE UP POLICY**

##### **1. Excused Absences**

It is the responsibility of CHS and CMS students, and CES students and parents, to make arrangements with the teacher for make-up work. Students who miss one day will make arrangements for make-up work with the teacher the day following their absence. Please do not call the office for make-up work for a one-day absence. If a student misses more than one day, the parent may call the office and request make-up work for the time the child will be out. In order for make-up work to be picked up the same day the request is made, parents should call prior to 9 a.m. Otherwise, make-up work will be available for pick-up the next day.

All tests missed during the absence must be made up under the supervision of the teacher or other approved staff member. Make-up tests must be comparable in quality and quantity to the test missed. If the absence is due to sickness or an unavoidable reason or if the test was announced during the absence, students will not be expected to take a test the first day he/she returns to school. When a student checks out of school for an unexcused reason and misses an assigned test, a student may be expected to take the test the day he/she returns to school. The test must be taken within a time period not to exceed the length of time missed plus one day, unless extended time is agreed upon by the teacher and the student or approved by the principal.

All work missed other than tests or examinations may be made up at the teacher's discretion. If the teacher elects not to make up all work missed, only the work made up will affect the student's grade. All work required by the teacher to be made up must be completed within a time period not to exceed the length of time missed plus one day. Students who fail to complete the work during this time will be given a zero grade for the work not completed. The teacher may grant extended time, or the attendance committee may grant additional time for medical hardships or other extenuating circumstances.

Students assigned to in-school suspension or alternative school are expected to complete assignments that are furnished while there. Only work that is not furnished will be made up when the student returns to regular class. Students suspended from school will be expected to complete all work on their school issued computer while at home.

Assigned work missed because of pre-planned school-related absences (field trips, college days, athletics, etc.) must be turned in or tests taken during the first class meeting after the absence.

In the event of an extended illness or other extreme emergency, additional consideration may be given by the principal.

##### **2. Unexcused Absences**

For each unexcused absence, graded or dated work missed cannot be made up and, therefore, a student shall receive a zero grade for work missed. In the event the timing of a suspension causes this penalty to be harsh and undue, dated work, unit tests, nine-weeks test, and semester exams may be made up only at the principal's discretion.

### 3. Incomplete Grades

Incomplete grades must be cleared up before the end of the next grading period. Incompletes given at the end of the school year must be cleared up before the next school year begins. Failure to meet these deadlines will result in a zero being recorded for work not completed. In the event of an extended illness or other extreme emergency, additional consideration may be given by the principal.

#### F. CHECK-OUTS

A parent or guardian may check his or her student out of school at any time. However, the school discourages checkouts that are not absolutely necessary and reserves the right to excuse or not excuse the time missed. All absences due to checkouts will be monitored and records kept. Two checkouts from a class equal one absence. A checkout of more than 25 minutes will be considered an absence. **Any student who does not attend 63% of the school day will be counted as absent for the day.** Unexcused checkouts will be treated as any other unexcused absences. Check outs, for any reason, must occur prior to 2:45. **Check outs are not allowed after 2:45.**

No one except the parent or guardian will be allowed to check a student out of school unless prior written authorization is given. Students will not be called from class until the parent or guardian arrives. Parents must wait in the office area and will not be allowed to go to classrooms. Students will be given an emergency information card to carry home during the first few days of school. It is very important that this card be completed and returned promptly. There is a space provided for two alternates who will assume temporary care of a student in the parent or guardian's absence. The emergency information will serve as authorization for either of these alternates to check the student out of school.

NOTE: No faculty or staff member may be used as an emergency alternate unless they are immediate family.

A student may be released when an authorized person reports to the school office and checks the student out of school or sends a written note to the principal's office stating the reason and time of dismissal. The note must contain a home and work telephone number of the parent/guardian. Telephone calls will be honored to check a student out so long as office personnel are sure the call is from a parent or guardian. If there is sufficient doubt, the parent may be asked to come to the school to pick the student up.

The student must submit the written note to the principal's office no later than 8:00 a.m. or immediately upon arrival to school on the day of dismissal. If the written note cannot be verified, the principal's office reserves the right to refuse authorization. Any checkout after the fifth checkout, per semester, will result in the parent/guardian being required to come to the school to pick up the student. Extreme emergency or illness, to be determined on an individual basis, may cause this rule to be waived. All checkouts must exit through the principal's office.

Only in the case of extreme emergency or illness at school will a student be authorized to leave school without a note or without an authorized person personally coming to the school office and checking him/her out. In these situations verification will be necessary to avoid disciplinary action. Verification will involve the school contacting an authorized person and determining that it is impossible for the student to be picked up and that it is absolutely necessary for the student to leave school. A written note from the parent/guardian explaining the situation must be brought to the principal's office immediately upon return to school unless good cause to the contrary can be shown.

Parents are encouraged to try to schedule their child's doctor, dental and other appointments after school hours. If this is not possible, the parent must sign the student out in the office stating the date, time and nature of early dismissal. If a student is checked out for medical reasons, a note or excuse from the doctor is needed.

#### G. TARDINESS

Punctuality is a necessity in school, work, and life in general. Tardiness disrupts the educational process for everyone and results in the loss of valuable instructional time. The tardy count will begin at zero each semester.

Students are expected to report to class by the beginning of the class period. If a student enters the class after the bell, he/she is considered tardy. A tardy in excess of 25 minutes will be considered an absence. Students who are tardy for



school must come by the principal's office to receive a tardy slip before reporting to class. Corinth Elementary School students arriving after 8:00 a.m. should be checked in at the office, by their parent/guardian. Check-ins after 8:30 a.m. must be excused by parent note or doctor's excuse.

Students who are tardy because of being detained by a staff member or the office must obtain written notice from those responsible so the student will not be unduly penalized. **A warning will be given for the first tardy.**

Flagrant abuse of this policy will not be tolerated. A periodic review of each student's tardiness will be conducted, and appropriate disciplinary action will be taken.

## **H. ENGAGEMENTS DURING SCHOOL HOURS**

No business engagements and no engagements with physicians or dentists should be made during school hours unless absolutely necessary. If such engagements are made, proper notice by parents or students should be given to the principal before the student is excused for the engagement. Make up work shall be arranged in accordance with the Make Up Policy above.

## **I. EXTRACURRICULAR ACTIVITY PARTICIPATION**

**A student must be present a minimum of 63% of the school day in order to participate in extracurricular activities (including all activities outside regular school hours) that day. (Extenuating circumstances will be ruled on a case-by-case basis by the administration.) Students serving in ISS any part of the day will not be allowed to participate in that activity (practice or game/event) that same day.**

# **VI. DISCIPLINE**

## **A. DISTRICT POLICY**

A good school climate is one of the necessary ingredients of an effective school program. School officials expect students to conduct themselves in a manner so as to be a positive influence on school climate. Students who have any kind of problem at school should report the problem to a teacher or principal for appropriate handling. If the matter is not resolved, be sure that the principal is aware that the problem still exists by reporting the problem again directly to the principal. Do not take matters into your own hands and attempt to resolve problems that should be handled by teachers or administrators. Whatever measures necessary will be taken to maintain a school environment conducive to good instruction and learning.

In order to maintain a proper atmosphere for learning, it is imperative that discipline be maintained at all times. Discipline will be fair and consistent. The teacher is authorized to discipline his/her classroom and is further authorized to discipline any student at school or at school-sponsored events. Failure to obey the teacher's classroom rules will result in the following series of consequences.

## **B. DISCIPLINE LADDER**

The Corinth School District utilizes a discipline ladder in determining the consequences for various violations of district policy. Corinth High School and Corinth Middle School use the same discipline ladder, while Corinth Elementary School relies upon a separate discipline ladder. Each discipline ladder lists various infractions and designates a range of steps on the discipline ladder indicating a range of possible punishments for the infraction. School officials may determine in their discretion, based on the particular circumstances, what step on the discipline ladder is appropriate to a given infraction.

## 1. Corinth High School and Corinth Middle School Discipline Ladder

### Description of Violations and Infractions

1.	Defiance or intentional disobedience of teacher or staff	Step 2-7
2.	Profanity or vulgarity (to include acts, gestures, or symbols)	Step 1-7
3.	Possession or use of tobacco or tobacco related products (matches or lighters), e-cigarettes and similar devices	Step 6-8
4.	Use, sale, or possession of drugs, drug paraphernalia, look-alike drugs, or alcohol on or near school grounds at school functions, intoxication	Step 6-8
5.	Defacing or otherwise injuring property that belongs to the school district (to include writing on the school walls, inside or out and to include restitution)	Step 1-10
6.	Fighting at school, on the way to or from school, at school functions	Step 6-10
7.	Physical altercation/struggle or verbal altercation	Step 4-7
8.	Assault, harassment, intimidation, or threatening of other students	Step 1-10
9.	Use or possession of dangerous objects or materials	Step 2-10
10.	Use or possession of weapons or look-alike weapons	Step 2-10
11.	Improper behavior at school including: in the cafeteria, assemblies or on campus (to include restitution)	Step 1-10
12.	Theft	Step 8-10
13.	Leaving campus without permission	Step 5-8
14.	Skipping/cutting class/ out of area	Step 3-8
15.	Gambling or possession of gambling devices	Step 1-8
16.	Refusal to identify oneself properly or giving false testimony	Step 4-8
17.	Habitual violation of school rules	Step 1-10
18.	Going to car without permission	Step 3-8
19.	Eating food or drinks in unapproved areas	Step 1-2
20.	Leaving or storing materials in any locker other than assigned locker	Step 1-2
21.	Running in the halls, cafeteria, or classroom	Step 1-3
22.	Gang or gang-like activity/association	Step 5-10
23.	Other misbehavior as determined by the administration	Step 1-8
24.	Tardiness (Following warning)	Step 1-6
25.	Sexual misconduct, harassment, or improper touching	Step 5-10
26.	Dress code violation	Step 1-7
27.	Public display of affection	Step 1-7
28.	Use or possession of fireworks, explosive devices or odorous materials	Step 3-10
29.	Disruptive behavior at school, on the way to or from school, or at other school sponsored activity	Step 1-10
30.	Cheating	Step 2-9

### Discipline Ladder Options (Grades 5-12)

#### Step 1

1. One day lunch detention
2. After school detention (CHS)
3. Failure to report the first time, move to Step 2
4. Contact parent/ guardian

#### Step 2

1. One day In-School Suspension
2. Contact parent/ guardian

Step 3

1. Two days In-School Suspension
2. Contact parent/ guardian

Step 4

1. Three days In-School Suspension
2. Contact parent/ guardian

Step 5

1. Four days In-School Suspension
2. Contact parent/ guardian

Step 6

1. Five or more days In-School Suspension
2. Contact parent/ guardian

Step 7

1. 1-3 days of Out-of-School Suspension
2. Contact parent/ guardian
3. Student is prohibited from participating and attending any extra-curricular event for two weeks.

Step 8

1. Out-of-School Suspension pending Disciplinary Hearing
  - a. Student is prohibited from participating and attending any extra-curricular for two weeks.
  - b. Student must serve all previous assigned punishment
- OR
2. Alternative-School Assignment
3. Contact parent/ guardian

Step 9

1. Alternative-School Assignment
- OR
2. Out-of-School Suspension pending Disciplinary Hearing

Step 10

1. Out-of-School Suspension pending Disciplinary Hearing/recommended expulsion

ANY STUDENT ASSIGNED TO THE ALTERNATIVE SCHOOL, SUSPENDED OUT OF SCHOOL, OR SENT HOME FOR THE REMAINDER OF THE DAY FOR DISCIPLINARY REASONS WILL NOT BE ALLOWED ON ANY CORINTH SCHOOL DISTRICT CAMPUS OR ALLOWED TO ATTEND ANY SCHOOL ACTIVITIES WHILE SERVING HIS OR HER PUNISHMENT/PLACEMENT.

**Notes**

1. Teachers are encouraged to handle discipline within their classrooms and compliance is expected with all classroom rules. Rule violations that result in the referral of student to the office will be handled according to CSD discipline ladder.
2. A student may enter the discipline ladder at any step, depending upon the nature of the offense.
3. Failure to complete the step consequences as designated will result in escalation to at least the next step on the ladder.
4. In all cases of OSS or ISS, the student will lose all privileges during the time he/she is suspended. Loss of privileges means that during the time stated the student cannot participate in or attend assemblies or any school function designated as an extra activity, including athletic events, plays, extra-curricular programs, field trips, school-sponsored activities, etc. This would include the entire 24-hour suspension.

5. If the misbehavior occurs on a school bus or bus stop, the school bus discipline policy will be followed.
6. In all disciplinary matters, a student will be accorded due process.
7. Counseling may be added to any step.
8. A parent/guardian conference with an administrator is required before a student can return to class after an out-of-school suspension
9. The superintendent, or designee, shall have authority to transfer to an alternative education program any student who has been arrested, arraigned for or convicted of or pleaded guilty or nolo contendere to a serious crime. A serious crime, for the purposes of this section, is an illegal act, which indicates the capacity and willingness of the student to injure students and employees with bodily harm, or to threaten to cause bodily harm, or to place students and employees in danger of bodily harm. The superintendent, or designee will evaluate the circumstances of the serious crime to determine whether (1) the acts of the student indicates a present and possible danger to the health, safety, and welfare of one or more students and employees and (2) whether the more restrictive, security oriented environment of an alternative education program would serve the education interests of the student while preserving the safety of students and employees. The Board may review the student's placement in any alternative program at the next following regular meeting. Serious crimes shall include, without limitation, and as examples only:
  - a. Assault with a deadly weapon
  - b. Aggravated assault
  - c. Rape
  - d. Sexual battery, stalking, or other sexual crime
  - e. Armed or strong -armed robbery (or attempted)
  - f. Sale or distribution of a controlled substance

**2. Corinth Elementary School Code of Conduct and Discipline Ladder**

It is the desire of the staff at Corinth Elementary School to instill in all of the students a willingness to assume personal responsibility for their behavior. The staff has developed a code of conduct for students to follow. The code outlines inappropriate behavior and gives consequences for each behavior. Students should follow the conduct guidelines; thus, they will not only behave properly but will learn that behaving properly is the right thing to do.

**Issues of Concern and Consequences Regarding Inappropriate Behavior:**

**Inappropriate Behavior (Level I):**

- Throwing dangerous objects
- Conflict due to shoving, pushing, grabbing, etc.
- Disruption
- Minor physical aggression
- Cheating
- Abusive language
- Defiance, disrespect, insubordination
- Forgery, theft
- Harassing
- Trading/exchanging items for money

**Inappropriate Behavior (Level II):**

- Use/possession of tobacco
- Threatening
- Assault, severe fighting
- Possession/use of fireworks, cigarette lighters, matches
- Bomb threat/false alarms
- Endangering safety
- Serious bodily injury

- Weapons possession (knife, gun, sharp scissors, box cutter, etc.- Any item used to injure or threaten another student/person)
- Vandalism
- Indecent behavior

**Corinth Elementary School Principal's Discipline Ladder:**

Step 1

1. Student/Principal Conference
2. Warning/Reprimand
3. Parents Notified
4. No referral to the office for five (5) days will remove the student from the discipline ladder.

Step 2

1. Student Principal Conference
2. Parents notified
3. Miss three (3) days of recess
4. Student will be referred to counselor for behavior modification
5. No referral to the office for ten (10) days will remove student from the discipline ladder

Step 3

1. Student/Principal Conference
2. Parents notified
3. Five (5) day recess suspension.
4. Referral to Response to Intervention team (RTI) Behavior Intervention Plan (BIP)
5. Counseling-group and individual sessions
6. No referral to office for fifteen (15) days will remove student from the discipline ladder, however, counseling sessions may continue as deemed necessary.

Step 4

1. Student/Principal conference
2. Parents notified
3. Behavioral interventions and documentation
4. Counseling- group and individual
5. Mandatory parent/principal conference the following day before child will be admitted back into school
6. No referral to the office for thirty (30) days will remove student from the discipline ladder

Step 5

A school level hearing will be conducted by the building principal with student and parent/guardian provided the Behavioral Intervention Plan in Step 4 is unsuccessful.

**\*Severity/Chronic Clause:**

A student's chronic defiant behavior, or the seriousness of the offenses as determined by the school's administration, may result in the student's suspension from school from 1, 3 or 5 days and a possible disciplinary hearing.

**C. DETENTION, SUSPENSION AND EXPULSION**

In order to maintain a proper atmosphere for learning, it is imperative that discipline be maintained at all times. The teacher is charged with the responsibility of disciplining his/her students. It is expected that this will be accomplished in a constructive, understanding, and impartial manner.

Students may be placed in In-School Suspension (ISS), suspended out of school, placed in Alternative School, or expelled as authorized by law when deemed in the best interest of the smooth operation of the school. A student may be suspended by the action of the superintendent or appropriate principal or placed in Alternative School by the

superintendent or Disciplinary Hearing Committee, in accordance with District policy. A student may be expelled subject to the student's constitutional rights of due process.

Depending upon the nature of the problem, suspended students will be sent home or kept out of class in an In-School Suspension area. Students placed in the Alternative School may not attend or participate in any school related activities including practice or games. Participation in extracurricular activities or field trips can be taken away at the discretion of the administration and/or sponsor. The student will be notified of participation eligibility concerning trips or games.

**1. Detention (CMS, CHS)**

Lunch or after-school detention may be assigned at the discretion of the administration or classroom teachers for misbehavior or violation of school rules. Students assigned to after-school detention will spend 3:20 to 4:00 p.m. in an assigned room. Detention will be held Monday through Thursday. The time a student spends in detention must be spent studying. All students must report to detention with appropriate study material. Students will be given one day to arrange for transportation, if necessary. Re-scheduling detention time will result in an additional day. Detention can be rescheduled one time per semester. Students assigned to lunch detention will eat lunch in a classroom designated by a school administrator.

Failure to report to detention will result in an additional day of detention plus the missed day. Continued defiance of authority in regard to assigned detention will result in assignment to ISS. Upon return to school, the student will then serve the detention previously assigned.

Tardiness to detention will result in an additional day assigned. Student misbehavior will result in further disciplinary action.

**2. In-School Suspension (CMS, CHS)**

Students assigned to ISS will be allowed to complete assigned class work. Work furnished but not completed will not be made up when the student returns to regular class. Students will complete additional assignments, when class work is complete. Students failing to report to In-School Suspension on the assigned day will receive an additional day in ISS.

**3. Suspension**

Suspensions and expulsions are the most drastic disciplinary actions that can be taken against students and should only be invoked in those situations where such a severe penalty is justified. A student may be suspended by the action of the appropriate Principal, the Superintendent or the Disciplinary Hearing Committee. A student suspended for more than ten (10) days may request an appeal hearing. Students suspended for the third time (cumulative from year to year) will be required to attend a hearing with the principal and/or superintendent of schools along with parents.

**4. Expulsion**

If a student is suspended because of the violation of criminal law of the State of Mississippi on school grounds or at a school activity, such student and an authorized adult may be required to meet with the Disciplinary Hearing Committee to show cause why the student should not be expelled. Repeated violations or a flagrant violation of school policies and/or regulations may result in a student being required to attend a hearing before the Disciplinary Hearing Committee to show cause why he/she should not be expelled from school. The Disciplinary Hearing Committee may recommend expulsion, but the final authority to expel a student is vested only in the Board of Trustees.

**D. HEARINGS**

**1. Disciplinary Hearings**

Violation of disciplinary policies may require a Principal's hearing, a Superintendent's hearing, and/or a hearing before the Disciplinary Hearing Committee. All of these hearings require that the student, parent or guardian, or adult representative designated by a parent or guardian be in attendance. Parents have the right to bring others to the hearing

to aid them on their student's behalf, including an attorney at their own expense. If the disciplinary action imposed is a suspension of ten (10) days or less, or any other less severe form of discipline, there is no right to appeal such decision.

## 2. Appeal Hearings

Any student who has been suspended from school (at home) for more than ten (10) days because of the violation of any law, policy, rule, or regulation of the school and who feels aggrieved at such disciplinary action shall, upon written request, be provided an appeal hearing before the Superintendent of schools, who shall determine the propriety of the suspension.

If a student or the student's parent or guardian is aggrieved by the decision of the Superintendent of schools, a written request may be made for a final appeal hearing before the Board of Trustees. The decision of the Board of Trustees as to the suspension shall be final.

All appeal hearings require that the student, parent or guardian, or adult representative designated by a parent or guardian be in attendance. Parents have the right to present evidence on behalf of their student and to bring others to the hearing to aid them on their student's behalf, including an attorney at their own expense.

## 3. Expulsion Hearings

If the Disciplinary Hearing Committee recommends the expulsion of a student, the student shall be afforded a due process hearing before the Board of Trustees, at which the student, the student's parent, guardian or adult representative designated by a parent or guardian have the right to be in attendance and present evidence on behalf of the student. Parents also have the right to bring others to the hearing to aid them on their student's behalf, including an attorney at their own expense.

## E. **SEARCHES**

In an effort to protect the safety and well-being of our students and to discourage violation of school policy, students' property will be subject to random searches. Searches will be conducted according to applicable laws and school district policy. The U.S. Supreme Court has granted school officials the right to conduct reasonable searches. Any property brought on school property, to include vehicles, is subject to reasonable search. Searches will be based on reasonable suspicion and may proceed without delay. In the event the search of a student's person, locker, personal possessions, or vehicle reveals the student is concealing material, the possession of which is prohibited by federal, state, or local law, authorities will be notified so that appropriate action may be taken.

## F. **LAW ENFORCEMENT INVOLVEMENT**

**In addition to the penalties outlined in the following policies, if a student violates applicable laws or if a student uses vulgar or abusive language toward a CSD staff member, physically or verbally threatens a CSD staff member or assaults a CSD staff member, the principal will call the police. The police may remove the student from the school and charge the student with public profanity, disorderly conduct, assault or other appropriate charge.**

## G. **METAL DETECTORS**

In an effort to promote safety, metal detectors shall be used on a random basis. The principal shall be responsible for utilizing the metal detector in a random manner, and in such a way as not to discriminate on the basis of race, color, age, or sex.

If a stationary metal detector is activated, the person involved shall be subject to further examination by a handheld detector in order to pinpoint the specific location of the object activating the detector. That person will then be requested to produce the object for inspection. If the person declines to do so, and (a) if such person is a student, the student's parent(s) or person in loco parentis, shall be requested by phone to come to the school and participate in

further inspection; and if such student continues to refuse to produce the object for inspection, appropriate disciplinary action, including possible expulsion shall be taken; (b) if such a person is a school district employee, appropriate disciplinary action, including termination, shall be taken; and (c) if such person is a visitor, such person shall be denied admittance to the school building or facility.

Any student or employee who feels aggrieved by the action taken shall have the right to appeal to the Disciplinary Hearing Committee.

## H. ANTI-BULLYING POLICY

The Corinth School District prohibits acts of harassment or bullying. The Board of Trustees has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, staff and volunteers to provide positive examples for student behavior.

### Definitions

**"Harassment or bullying"** is any physical act, pattern of gestures, or written, verbal, or graphic communication (including electronically transmitted acts – i.e. internet, cell phone, personal digital assistant, or wireless hand held device) reasonably perceived as being motivated either by any actual or perceived differentiating characteristic that a) places a student or district/school employee in actual and reasonable fear of harm to his/her person or damage to his/her property, or b) creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities, or benefits. Such behavior is considered harassment or bullying whether it takes place on school property, at any school-sponsored function, in a school vehicle, or off school property when such conduct, in the determination of the Superintendent and/or principal, renders the offending person's presence a disruption to the educational environment or a detriment to the best interest and welfare of the students and teachers.

**"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.

**"Cyberstalking"** is defined as engaging in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at or about a specific person, causing substantial emotional distress to that person and serving no legitimate purpose.

**"Cyberbullying"** is defined as the willful and repeated harassment and intimidation of a person through the use of digital technologies, including, but not limited to, email, blogs, social websites (e.g., MySpace, Facebook), chat rooms, and instant messaging.

**"Bullying", "Cyberbullying", and/or "Harassment"** also encompass:

1. Retaliation against a student or school employee by another student or school employee for asserting or alleging an act of bullying, harassment, or discrimination.
2. Retaliation also includes reporting a baseless act of bullying, harassment, or discrimination that is not made in good faith.
3. Perpetuation of conduct listed in the definition of bullying, harassment, and/or discrimination by an individual or group with intent to demean, dehumanize, embarrass, or cause emotional or physical harm to a student or school employee.



## **Expectations**

The Corinth School District Board of Trustees expects students to conduct themselves in a manner in keeping with their levels of development, maturity, and demonstrated capabilities with a proper regard for the rights and welfare of other students, school staff, volunteers, and contractors. The Board of Trustees believes the best discipline is self-imposed, and that it is the responsibility of staff to use disciplinary situations as opportunities for helping students learn to assume responsibility and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent discipline problems and encourage students' abilities to develop self-discipline.

Since bystander support of harassment or bullying can support these behaviors, the District prohibits both active and passive support for acts of harassment or bullying. The staff should encourage staff to support students who walk away from these acts when they see them, constructively attempt to stop them, or report them to the designated authority.

## **Training**

At the beginning of each school year, the school principal/designee and or appropriate district administrator shall provide awareness of this policy, as well as the process for reporting incidents, investigation and appeal, to students, school staff, parents, or other persons responsible for the welfare of a student through appropriate references in the Student Handbook, Employee Handbook, the district and school websites, and/or through other reasonable means.

## **Reporting Procedures**

All District faculty and staff are required and must report any allegations of bullying or violations of this Policy to the Superintendent/designee or school principal/designee within five (5) calendar days after the alleged act or acts occurred. Failure to report will result in disciplinary action(s). The principal of each school in the District shall prominently publicize to students, staff, volunteers, and parents, how a report of bullying may be filed and how this report will be acted upon. Submission of a good faith complaint or report of bullying will not affect the reporter's future employment, grades, learning or working environment, or work assignments within the Corinth School District.

Any other members of the school community who have credible information that an act of bullying has taken place may file a report of bullying, whether a victim or witness. Reports may be made anonymously, but formal disciplinary action *may not* be based solely on the basis of an anonymous report.

Any student, school employee, or volunteer who feels he/she has been a victim of bullying or harassing behavior, or has witnessed, or who has reliable information that a student, employee, or volunteer has been subject to bullying or harassing behavior shall report such conduct to an appropriate District/school official. The reporting individual shall complete a "Bullying/ Harassment Behavior Complaint Form," which shall include the name of the reporting person, the specific nature and date of the misconduct, the name of the victim of the misconduct, the names of any witnesses and any other information that would assist in the investigation of the complaint. The report shall be given promptly to the principal, Superintendent, or designee who shall institute an immediate investigation. Complaints against school principals shall be made to the Superintendent/designee and complaints against the Superintendent shall be made to the School Board Chair.

## **Investigation Procedures**

The complaint shall be investigated promptly. Parents shall be notified of the nature of any complaint involving their child. A District official shall arrange such meetings as may be necessary with all concerned parties within five (5) working days after initial receipt of the complaint by the school/District. The parties shall have an opportunity to submit evidence and a list of witnesses. All findings related to the complaint shall be reduced to writing. When necessary to carry out the investigation or for other good reasons, and consistent with federal and state privacy laws, the District official may discuss the complaint with any school district employee, and/or the parent of the complainant or accused, if one or both is a minor.

Within ten (10) school days of the filing of the complaint, there shall be a written decision by the District official regarding the completion of the investigation and about any corrective action, if applicable. The District official shall

inform all relevant parties in writing of the decision and the right to appeal.

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

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

## **I. DRESS CODE**

In order to promote a good learning environment, students should present themselves appropriately dressed and groomed at all times. Students shall dress and groom their hair in such a manner as not to offend the standards of common decency, nor to cause a health hazard to themselves and others, nor to cause a distraction. Neatly trimmed sideburns, beards, and mustaches will be permitted. Students will be in compliance of dress code upon arrival to campus and remain this way until their departure from campus.

### **1. Corinth High School and Corinth Middle School Dress Code**

Attire considered to be inappropriate and in violation of the dress code includes but is not limited to the following:

1. Any article of clothing that contains or depicts the following:
  - a. Substance illegal by law for minors such as alcohol, drugs, tobacco, etc.
  - b. Profane, suggestive, and/ or violent language (Examples of clothing that includes suggestive language include shirts from Fudpuckers, Hooters, Pimpology, Snitching, etc.
  - c. Derogatory symbols or remarks directed to any ethnic group.
2. Barefoot or house slippers
3. Bare midriffs. Midriffs should not be exposed while standing or sitting.
4. Tight knits, nylon or mesh athletic shorts, pajama pants.
5. Clothing that exposes undergarments
6. Clothing with holes that exposes undergarments or skin more than 2 inches above the knee
7. Caps, shades, sweatbands, and headwear (Students may wear such items to school provided they are placed in his/her locker immediately upon entering the building and they are left in the locker until the student leaves the building for the day. At no time will a student be permitted to wear headwear inside.)
8. Tank tops
9. Clothing normally worn as undergarment
10. Skirts more than two inches above the knee cap when standing
11. Shorts more than two inches above the knee cap when standing
12. Backless or low-cut tops or dresses
13. Bicycle shorts or Athletic/Nike-type shorts
14. Sleeveless t-shirts
15. Unbuckled belts, dropped suspenders, and sagging pants will not be tolerated. Belts must be visible.
16. Unfastened fasteners designed for use with an article of clothing with the exception of appropriate collar buttons
17. Shorts, skirts, or dresses must meet the length requirements regardless of the length of garments worn underneath. Slits in skirts or dresses must meet the length requirement.
18. Leggings/tights may only be worn with a shirt or dress that comes to the top of the thigh.
19. Ornamentation that is carried or worn on the body or clothing that could be used as a weapon including but not limited to chains, canes, leather straps, etc.
20. Clothing accessories, or manner of grooming which by nature of its color, arrangement, trademark, symbol or any other attribute that indicates or implies membership or affiliation with gangs or gang activity or association

21. Any jewelry and/or items of ornamentation that depicts weapons of violence or substance illegal to minors.
22. Neither male nor female students shall be permitted to wear rings and/or studs in their noses, tongues, or other exposed body parts other than the ear.
23. Doo-rags, stockings, bandannas, shower caps, sweat bands, wash cloths
24. Flashing belt buckles.
25. Clothing worn inside out

## **2. Corinth Elementary School Dress Code**

Any form of dress, which is distractive in appearance and detrimental to the purpose or conduct of the school will not be permitted. School officials will determine appropriateness of clothing and student cleanliness. Attire considered to be **inappropriate** and in violation of the dress code includes, but is not limited to, the following:

- T-shirts with offensive logos and slogans.
- Bare midriffs and halter-tops.
- Tank tops (2<sup>nd</sup> – 4<sup>th</sup> grade).
- Short-shorts, mini-skirts (shorts, skirts, or dresses must meet the length requirements deemed acceptable by school personnel).
- Oversized shorts/pants that expose undergarments or give the appearance of exposed undergarments. (We ask that belts be worn with pants/shorts that have belt loops.)
- Flashing belt buckles.
- Any type of head ware (hats, caps, kerchiefs, etc.) after entering the building in the morning
- Skate shoes.
- Silly Bandz (If they are worn, the teacher will keep them until a parent comes to pick them up).

If inappropriate clothing is worn to school, parents will be called to bring appropriate clothing to school.

## **J. CELL PHONES / ELECTRONIC DEVICES**

The Corinth School District strives to provide a secure environment for all children enrolled in our school district. Teachers have access to communicate with the office in the case of an emergency. In the best interest of instruction, cell phones, beepers, pagers, iPods, Mp3 players, and all other electronic devices are not to be used in the classroom during the academic day (7:30-3:15).

Failure to adhere to this policy will result in the following:

- 1<sup>st</sup> offense - Phone is taken, turned in to the office, and a parent must come to school to obtain phone.
- 2<sup>nd</sup> offense - Phone is taken, turned in to the office, and a parent must come to school to obtain phone.
- 3<sup>rd</sup> offense and each one after – Phone is taken, turned in to the office, and student will be assigned ISS for insubordination according to the discipline ladder.

The district recognizes that students sometimes have specific needs that need to be communicated to parents or guardians. Efforts will be made to allow students to use an office phone if it is necessary to communicate with a parent or guardian.

No cell phone or electronic device will be allowed in testing rooms during statewide or Cambridge assessments. Possession or use of cell phones or any electronic device during a statewide or Cambridge assessment will result in the invalidation of the test and student will be referred for a disciplinary hearing.

## **K. HAZING PROHIBITED**

Soliciting, encouraging, aiding, or engaging in “hazing” on or in any school property at any time, or in connection with any activity supported or sponsored by the District, whether on or off school property, is strictly prohibited. “Hazing” means any intentional, knowing, or reckless act meant to induce physical pain, embarrassment, humiliation, deprivation of rights or that creates physical or mental discomfort, and is directed against any student or other person associated

with the school, including specifically, but without being limited to, actions taken for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in an organization, club, or athletic team sponsored or supported by the District and whose membership is totally or predominately other students from the district.

Students engaging in any hazing or hazing-type behavior that is, in any way, connected to any activity sponsored or supported by the District, will be subject to one or more of the following disciplinary actions:

- Removal from participation in extra-curricular activities
- Conference with parent(s)/guardian(s)
- Suspension from school
- Long-term assignment to the alternative school
- Referral to an appropriate law enforcement agency
- Expulsion from the School District

#### **L. TOYS, ETC.**

Students may not bring toys, collectors cards, electronics unless for teacher-approved classes or activities. Personal pencil sharpeners are also prohibited. Toys resembling weapons at school are considered a serious offense.

#### **M. CHARACTER EDUCATION**

In order to strengthen our discipline and to expand our emphasis on morality and character development, character education will be taught by using the Integrity Time program and through our Positive Behavior Intervention Systems (PBIS).

#### **N. CHEATING**

Students who are found giving or receiving information while taking tests will be given a zero for that assignment (daily or test) and referred to the principal's office for discipline in accordance with the Discipline Ladder.

#### **O. E-CIGARETTES AND SIMILAR DEVICES**

It is the policy of the Corinth School District to support healthy lifestyles in students and faculty. The use and possession of tobacco and tobacco related products is prohibited on school facilities and at school-related functions. The use and possession of electronic cigarettes (e-cigarettes) and similar devices which deliver nicotine or related substances as an alternative to smoking tobacco is also prohibited. Possession of such devices and the use thereof is prohibited and will subject students to discipline in accordance with the discipline ladder.

### **VII. STUDENT LIFE**

#### **A. ARRIVAL AND DISMISSAL**

Students, other than bus students, are discouraged from arriving at school early. The building will not be opened before 7:30 a.m., and supervision will not be provided before that time. If a student wishes to enter the building before 7:30 for any reason, he/she will be directed to the proper area by a duty teacher.

Drop-offs and pick-ups shall be in authorized areas only. Repeated drop-offs and pick-ups in unauthorized areas will be reported to law enforcement.

##### **1. Corinth High School and Corinth Middle School**

Students, other than bus students, are discouraged from arriving at school early. The building will not be opened before 7:30 a.m., and supervision will not be provided before that time. If a student wishes to enter the building before 7:30 for any reason, he/she will be directed to a proper area by a duty teacher. At no time will students be allowed to

congregate in the halls without proper supervision. Students who violate school rules are subject to disciplinary action. Students arriving after 7:55 a.m. must report to the office for an admission slip.

Upon arrival at school, students:

1. Will not be allowed to remain in the parking lot but will move to designated areas.
2. Will not be allowed to leave campus at any time, including lunch, without proper checkout.
3. Will not be allowed to use tobacco in any form, e-cigarettes or similar devices.
4. Will not be allowed to go to automobiles at any time during the school day without permission from the office. All items needed during the school day should be brought into the building at the beginning of the day. Students who violate these rules are subject to disciplinary action including suspension from school.

After school dismisses at 3:15 p.m., students should be picked up no later than 3:30 p.m. The school will not be responsible for providing supervision beyond 3:30 p.m. or before 7:30 a.m.

## 2. Corinth Elementary School

**CAR LINE:** Please note: All car rider students should be dropped off and picked up in car line. Tardy students must come to the office with parents to sign in.

### **RULES FOR CAR LINE**

- Enter from East and West at all times
- All exit is to the West only with 2-way traffic.
- Pay attention to staff members' directions
- Be patient, courteous to other drivers, and use caution at all times, for the safety of our children.
- Do not park and come in to avoid the car line.

**MORNING:** In the morning, car riders are to be dropped off in the designated car line, SINGLE LANE. Duty teachers will assist students if needed. (Violations of this procedure may result in a suspension of your student and an administrative conference.)

- Drop off times are 7:30 – 7:55
- Drop off traffic is one lane
- Students should be unbuckled and have backpack on, ready to exit the vehicle
- Go with the flow of traffic and drop off at the first open area
- Students proceed into the cafeteria. If the student eats breakfast, they will proceed to the line; if not, they will go directly to their classroom.
- Heavy traffic is usually from 7:50- 7:55.
- Please try to come earlier to avoid waiting and tardiness.
- If there is no duty teacher outside, DO NOT DROP OFF YOUR STUDENT, proceed to the front office.

**AFTERNOON:** In the afternoon, car riders are to be picked up in the designated car lines. Persons with car tags will be permitted to pick up children. If you do not have a tag or number, you will need to come into the office and get a car tag and re-enter the car line to pick up your student.

**FOR THE SAFETY OF ALL OUR STUDENTS, DO NOT BEGIN LINING UP FOR AFTERNOON CAR LINE, ON CAMPUS, UNTIL AFTER 2:15.**

- Pick up all students in the designated car lines before 4:00 p.m. (Excessive tardiness in picking up your student will result in an administrative conference.)

- Do not park in the parking lots and walk into the school or the loading areas to pick up students to avoid car line.
- If you need to check out your student, you must do this prior to 2:45 at the office. (Excessive checkouts will result in an administrative conference.)
- Place and keep car tag on mirror at all times.
- Pick-up will be two lanes.
- Pull as close to the next vehicle as possible, allowing only space for a person to walk in the middle.
- School dismisses at 3:15 and students line up in order prior to being loaded. The car line will not begin to move until approximately 3:20-3:25. Pay attention to staff members.
- Do not exit until directed.
- If an extra car tag is needed, send a note with your child's teacher.
- Please tell your student to listen to and obey the staff members. They may see their car pass them, but we take everyone in order to the vehicles and they will be placed in their car when it is their turn.

#### Afternoon Car Student Rules

- Line up from your hallway in numerical order.
- Walk quietly to car room and sit quietly, listening for your number to be called.
- When your number is called, walk quietly to the line.
- Follow the teacher's instructions as to when to move and where to go.
- Once outside, walk with the teacher to the car. Do not walk to your car without the staff member.
- Traffic on West side is 2-way.

**BUS RIDERS:** Bus riders are to exit the bus in the unloading zone and walk quietly into the building.

Students who eat breakfast should report straight to the cafeteria. Students who do not eat breakfast will proceed directly to their classroom.

**TRANSPORTATION CHANGES:** If you want your child to ride an afternoon bus or car, other than the one he/she usually rides, a note signed by you to your child's teacher is required. We cannot allow a child to ride a different bus or car unless we have a note from the parent. This policy also applies to extended day riders.

When you make the request, please include the following:

- (1) date(s) of the change
- (2) first and last name of the student
- (3) name of person picking up the child or the street address where the child is going
- (4) the bus number the child is to ride (If applicable)
- (5) signature of parent or guardian.

**Transportation changes should not be called in to the office except in cases of emergency, and your request must be made prior to 2:30 p.m.**

The end of the day is extremely busy with teachers reviewing work, going over homework and getting students lined up properly for transportation. We need this time to ensure all students are in the proper place. It is for these reasons, **check-outs are not allowed after 2:45. For early release days, check-outs are not allowed 30 minutes prior to dismissal time.**

As stated above, a note to the child's teacher is the most efficient way to request a change in transportation. Please do not call the office daily with transportation changes.

Visitor parking is provided. Therefore no parking is allowed in loading and unloading areas.

## **B. PARKING (CHS)**

A large student parking lot is available on the Harper Road side of the building. All student automobiles are to be parked in these lots. NO STUDENT PARKING will be allowed on the circle or the Pinecrest side of the building. These areas are reserved for teachers and buses.

Parking is allowed only in the marked areas. Do not park in any areas that should allow for two-way traffic.

Unauthorized parking in any of the following areas will result in ISS:

1. Handicapped areas,
2. Curbs or sidewalks,
3. Teacher parking lot, or
4. Double parking (taking up more than one parking space).

Caution should be exercised when entering or leaving the parking areas. Students who drive in such a manner as to be a threat to the safety of others will be prohibited from driving on the campus. Minor violations could result in after school detention or In-School Suspension.

## **C. CAR RIDERS/WALKERS**

All car riders must be picked up or dropped off in the car line for the safety of all students. No students will be picked up on the streets bordering the campus or behind the campus.

Students who walk are not allowed to come back on campus after they have left campus. All students must report to their designated area upon arrival at school. Students arriving after the tardy bell must report to the office for an admission slip.

## **D. DELIVERIES**

In order to reduce interference with the smooth operation of the school and for the protection of students, deliveries must be controlled and monitored. No commercial deliveries to students (balloons, flowers, etc.) will be allowed during the school day or on school campuses. All other items brought to the students must be delivered to the principal's office for distribution.

Parents are discouraged from bringing lunches to students unless there are special dietary requirements that cannot be met any other way. Students who brown bag for lunch should bring their lunch with them. **Commercially prepared foods (e.g. fast food, take-out, etc.) will not be accepted at school. Parents may not bring such commercially prepared foods to the school for the students to eat at lunch.**

## **E. SCHOOL PARTIES AND SPECIAL EVENTS (CES)**

CES classes will host 3 parties during the school year. There will be a Fall Party, a Christmas Party and a Valentine Party. Teachers will send home requests for assistance and outline procedures for these parties and other special events. Invitations are not to be distributed to students at any time during the school day for parties outside of school. Due to privacy, we are not allowed to provide address or telephone information of students.

## **F. GRADE REQUIREMENTS FOR HONORS AND ELECTED POSITIONS**

Grade requirements for specific honors or elected positions are listed in the Student Council By-Laws, which are available in the office.

### **1. Valedictorian and Salutatorian Awards**

To be eligible for the award of Valedictorian or Salutatorian, said student shall have completed the requirements for a diploma and must have been enrolled in Corinth High School for a minimum of three (3) full semesters during the regular school session. The averages to determine the recipients of these awards shall be arithmetic average computed on the basis of the Carnegie units earned. Only subjects that award credit toward a high school diploma will be considered.

### **2. STAR Student Award**

The STAR Student Award is sponsored by the Mississippi Economic Council. To be eligible for the STAR Student honor, a student must be a regularly enrolled senior and be completing his or her last year of work and must be eligible to receive a diploma in the current school year. He or she must have an ACT score of at least 20 and an overall average of 92 or above in the tenth and eleventh grade and the first semester of the twelfth grade in the following subject areas: English, foreign languages, mathematics, science, and social sciences.

The policy for selection of the STAR Student award is available in the counselor's office.

NOTE: Only scores on the ACT taken on or before the regular December testing date of the senior year will be considered in selecting the STAR student.

### **3. Hall of Fame**

The Corinth High School Hall of Fame will be composed of up to eight seniors that will be chosen by a faculty/staff committee. This committee will base its selection on scholarship, leadership, extracurricular activities, school/community service, and attendance/discipline/character/integrity. No student who has been assigned to the Alternative School will be eligible for Hall of Fame. Students must have been enrolled as a Corinth High School student 3 full semesters in order to be eligible for the Hall of Fame. Students must meet the minimum criteria and fill out an application to be considered for Hall of Fame. Applications will be available in the Counselor's Office and online at the Counselor's Corner website.

The minimum criteria for meeting the Hall of Fame requirements:

- Grade Point Average of 3.0 (Student's GPA will be based on their courses earning Carnegie units through the second semester of their 11<sup>th</sup> grade year.)
- Completed application submitted by the assigned due date

The Hall of Fame Application will include the following:

- I. Scholarship (20 points)
- II. Extracurricular Activities (20 points)
- III. Leadership (20 points)
- IV. School/Community Involvement (20 points)
- V. Attendance/Discipline/Character/Integrity (20 points)

The selection committee will be appointed by the high school principal and have the following membership:

- |                      |                     |
|----------------------|---------------------|
| Principal (Chairman) | Assistant Principal |
| School Counselor     | Athletic Director   |
| History Teacher      | English Teacher     |
| Science Teacher      | Math Teacher        |
| Fine Arts Teacher    |                     |

Teacher selection will be made from teachers who predominantly teach juniors and seniors. In the event a faculty/staff member has a relative that is a senior and eligible for Hall of Fame then he/she will not serve on the committee.



The Committee will meet to discuss the candidates and their qualifications for Hall of Fame. The Committee will complete a ranking sheet on each candidate for the Hall of Fame and the eight highest scoring candidates will be selected to the Hall of Fame.

The decision of the committee will be final.

#### 4. **Subject Awards**

Special testing and/or other approved criteria are used to determine award recipients in the subject areas. There is no limit on the number of awards a student may receive; however, a student must be enrolled in a subject during the current school year in order to be eligible. Awards are based on the highest average in each subject area for the 1<sup>st</sup> through the 3<sup>rd</sup> nine-weeks grading periods. Awards are usually presented at Awards Night held in the spring.

#### 5. **Athletic Awards**

Letter awards are made in all major sports on the basis of participation.

#### 6. **Band Awards**

Jacket awards are made on the basis of achievement.

### **G. STUDENT COUNCIL**

The Student Council of Corinth High School invites your participation and support. The purpose of the Student Council is to work cooperatively with the administration and faculty in promoting more effective school spirit and building an organization to give students the benefit of participating in the school activities. The council sponsors better sportsmanship, better scholarship, regular attendance, assembly programs, and many other activities that promote the general welfare of Corinth High School.

**A Special Note To Student Council executive officers, cheerleaders, advisors, class officers, Student Council members, band members, athletes, and club members:** You represent the BEST in student leadership at this school. By your participation in special activities and through your election by fellow students, you have a responsibility and an obligation to set an example and to uphold the policies and regulations of your school. Your leadership will help other students to fulfill their responsibilities of good study habits and good citizenship. We can all work together to make this the finest high school in Mississippi.

### **H. NATIONAL HONOR SOCIETY / NATIONAL JUNIOR HONOR SOCIETY**

Membership in National Honor Society (CHS) and National Junior Honor Society (CMS) is one of the highest honors that can be bestowed upon a Corinth School District student. Selection of members is based on four criteria: scholarship, leadership, service, and character. Membership in NHS is open to tenth, eleventh, and twelfth graders who meet and maintain the high standards of National Honor Society. Membership in NJHS is open to seventh and eighth graders who meet and maintain the high standards of National Junior Honor Society.

Basic requirements for membership are contained in the local constitution, which is on file in the Corinth High School office. Election of members must be on the basis of all four attributes, not on scholarship alone. The National Honor Society will not accept a student as a candidate whose scholastic average is less than 90%. Marks for all subjects for which credit is given, whether passed or failed, will be used in computing grade average. For NHS, semester averages, beginning in the student's freshman year, are used to compute cumulative average.

Complete information on all possible candidates will be requested in the fall by the advisor and submitted to an appointed faculty council for final consideration and election to membership. Induction of new members will take place at the beginning of second semester.

A member may retain his/her membership as long as he/she continues to maintain the requirements used as a basis for election. The faculty council that elects the members also has the responsibility for placing a member on probation or dismissing a member who fails to maintain membership standards.

For more complete information on National Honor Society and National Junior Honor Society, one may review the constitution and by-laws, which are on file in the respective school office.

## **I. CLUBS**

Corinth High School provides the opportunity for students to become involved in various clubs. The Student Council, with the approval of the administration, charters clubs that will be available to students each year. Clubs will be assessed a \$10.00 charter fee by the Student Council and a picture fee for the yearbook. Clubs will have certain days to meet.

## **J. SENIOR ACTIVITIES AND PRIVILEGES**

Participation in senior activities and privileges will be afforded to students classified as seniors. These privileges include: Final Spring exam exemption, Follies, Beauty Revue, senior annual picture, senior homecoming recognition and/or participation, and College Days.

## **K. SELECTIONS OF BEAUTIES**

Every senior girl (except those who sought early graduation) is entitled and encouraged to be in the Beauty Revue. Rules for the selection of beauties are on file and available in the principal's office

## **L. FEES**

### **1. Driver Education Fee**

The Driver Education Fee is \$15.00. This is non-refundable.

### **2. Class Ring**

Rings are ordered by members of the Sophomore Class during the spring semester. A deposit is required when ordering.

## **M. CAFETERIA / MEALS**

### **1. Pricing of Meals**

Corinth School District provides nutritious meals for students at the following prices:

#### **Full Price**

Breakfast	\$1.00
Lunch	\$2.50
Extra milk	.40

#### **Reduced Price**

Breakfast	.30
Lunch	.40

**Adult Price**

Breakfast	\$2.00
Lunch	\$3.25

Applications for free and reduced breakfast and lunch will be made available to all students. Applications will be accepted at any time after the opening of school in the fall.

The Corinth School District has a no-charge policy for meals. Please use the prepay options.

**2. Prepaying for Meals**

Parents can now prepay for students' meals online or by sending money with the students at the first of the week, first of the month or first of the semester to cover the meal costs.

Parents can register for a MyNutrikids.com account to provide an easy, convenient and secure online prepayment service to deposit money into their child's school meal account. The service will also provide parents the ability to view their child's account balance and print out a copy of their child's eating history report. The history report gives all dates and times the child has purchased a breakfast, lunch or other items within the past 30 days.

By having money in each child's account prior to entering the cafeteria, the lunch lines should move along much faster so your child has more time to eat and be with friends.

To access the meal banking system, simply go to the district web site at [www.corinth.k12.ms.us](http://www.corinth.k12.ms.us) and click on the MyNutrikids.com link. From this site, parents will create an account and add money to their child's school meal account. All that is needed is the child's name; his/her MSIS number and school ZIP code. The child's MSIS number was located below his/her name at the top of the letter sent home in April.

A parent with more than one child in the District can handle all online prepayments from the same online account. Payments may be made through an existing PayPal account or with a major credit or debit card. Debit card or E-checks take longer to process.

In order to use the online prepayment service, a small convenience fee for each transaction will be assessed to cover the bank fees. The convenience fee is \$1.75 per deposit transaction. Parents placing money into multiple accounts will only be assessed the \$1.75 fee once per deposit transaction. The Corinth School District will NOT profit from the use of this site.

Those with further questions may contact Margaret Simpson at [msimpson@corinth.k12.ms.us](mailto:msimpson@corinth.k12.ms.us)

**3. Lunch Period**

Lunch period and fourth period are scheduled as a block of time during which all students will have class, lunch, and five minutes for passing from one area to another.

Students are not to leave the campus during the lunch hour. Students are not to take items sold in the cafeteria from the cafeteria.

Students must remain seated in the cafeteria except when carrying trays or moving to the outside between commons and office lobby area.

Students must, on entering the halls for use of water fountains or restrooms, keep noise to a minimum because other classes will be in session.

**4. Gum, Candy, Food & Drinks**

In order to maintain the beauty and cleanliness of our school, gum and candy will not be allowed in school during regular hours.

Food and drinks will be permitted in the cafeteria area before school and during lunch period only. Absolutely no food or drinks will be allowed outside this area except as part of an unopened lunch or in unopened cans or sealed bottles. Students may not take drinks or food items from the cafeteria after breakfast. Students caught eating food or possessing any drink except in an unopened can or sealed bottle outside the cafeteria area will be subject to appropriate disciplinary action.

#### **5. Corinth Elementary School Lunch Procedures**

Send lunch money **daily** in an envelope or zip lock bag labeled "Lunch Money" with name of student, name of teacher, grade, and amount of money. In an emergency, students will be allowed to charge a breakfast or lunch. **However, charges must be paid promptly.** More than three charges will be considered excessive.

Corinth Elementary School does not allow soft drinks in the school cafeterias. If your child brings a lunch from home, please send juice or water. Milk is available to purchase.

All student lunches brought to school must be in lunch boxes or sacks and labeled with the student's name. **Do not include any glass bottles or foods that require heating in student lunches.**

If a student forgets his/her lunch, the school will receive items sent or brought to the school by parents. However, **parents may not bring commercially prepared foods to the school for the students to eat at lunch (e.g., fast food, take-out, etc.).**

If you would like to visit your student, please do this on designated days for special events or make arrangements with your child's teacher to come read or do a special activity with the class.

#### **N. TELEPHONE USE AND STUDENT MESSAGES**

In order not to disrupt the instructional program, parents should not call students except in an emergency. Emergency messages for students will be delivered by office personnel. Students should not use the phone while at school except in cases of emergency. Students are not to call information or make long distance calls without permission. For sickness or other emergencies, an office phone will be made available upon request. The school secretary will place or monitor student calls once permission is given by the teacher. In an effort, to ensure the safety of our students, incoming phone calls to the office that register on the caller ID as "unknown," "unavailable," "blocked," or "pay phone" may not be answered.

#### **O. HALL BEHAVIOR**

Please be reminded that the ringing of the bell does not dismiss your class. It is necessary that the teacher dismiss the class when the bell rings or as soon thereafter as the teacher finds practical.

All teachers are asked to take a position near the door of the classroom while students are passing through the hall. Students should pass to and from class as quickly and quietly as possible. Keep to right of halls when passing to and from classes. Students are not to congregate in the halls.

#### **P. FUNDRAISING**

Sale of fund-raising items on campus is to be done only by school-sponsored organizations. Applications for fund-raising projects must be obtained through the principal's office.

## **Q. SCHOOL PURCHASES**

No purchase may be made by Corinth School District personnel, clubs, classes, etc., without an approved school purchase order signed by the superintendent and principal. Purchase orders may be obtained from the school secretary. The school will not be obligated to pay any bill that does not have an approved purchase order on file.

## **R. LOCKERS**

Lockers will be assigned to any Corinth High School student requesting one. Lockers are assigned to 7<sup>th</sup> and 8<sup>th</sup> grade students at Corinth Middle School by homeroom teachers. Lockers are a convenience provided, and it is your responsibility to see that your locker is properly used and maintained. It is not your private property, and as long as you do not abuse this property, you will be privileged to use it.

Lockers are subject to search by school officials in case of necessity. If a threat to the safety of the school or suspicion of misconduct and misuse of lockers exists, the school administration will consider this a necessity and exercise the right to search student lockers.

Each locker at Corinth High School is equipped with a combination lock. In order to protect your property, your combination should be safeguarded. If locks are abused or removed from the locker, it will be the responsibility of the person assigned the locker to pay for damaged items. At Corinth Middle School, students must supply their own locks.

Use only the locker assigned. All sports bags will be required to be placed in lockers. Do not attach stickers or other items to the exterior or the interior of the locker. Writing on the surfaces (inside or out) of the lockers is strictly prohibited.

## **S. LOST AND FOUND**

Pupils are requested to take any articles found about the school building or grounds to the office. Students who have lost any possessions should inquire at the office.

## **T. CARE OF SCHOOL BUILDING, GROUNDS AND PROPERTY**

Concerted effort and diligence on the part of everyone is necessary if we are to upkeep our building and furniture properly. Ours is a building of which we can truly be proud, and it is your responsibility to be careful in the way that you use it so that it will continue to be attractive in years to come.

The care given to the school building and the grounds is a reflection of the type of student enrolled in the school. School spirit and pride are evidenced by the proper use of furniture and instructional equipment.

It is the policy of the Corinth School District to require any pupil who defaces or destroys school property to restore or replace the damaged items.

Your cooperation, with each person doing his part, will help us to keep our building clean and attractive.

No bottles, cans, cups, etc., are to be brought on to the campus or inside the building except as part of a lunch brought from home.

## **U. TEXTBOOKS**

All textbooks are furnished free to the students. Reasonable allowance will be made for wear and tear, but the student must pay for any damage done to the book while it is in his possession before he can receive credit for his work. If a book is lost or misplaced, the pupil should pay for it immediately and receive another. If and when a lost book is recovered, the student's money will be refunded.

## V. MEDICAL POLICIES

### 1. Immunizations

All students will be required to have immunizations and vaccinations as required by Mississippi state law. Students must turn in a certificate from a physician or the Alcorn County Health Department to be placed with their school records. Any student who has not had proper immunization cannot be enrolled in any school in Mississippi. If your child does not have proper immunization, please contact the local Health Department or your child's physician to receive the proper certificate to be placed in your child's permanent record. This requirement must be met before a student can be officially enrolled in school.

### 2. Infectious Disease Policy

The infectious disease policy for students and employees is on file in the Superintendent's office, principal's offices, and the libraries. Students who have lice, ringworms, or scabies are not allowed to attend class until the situation is medicated and properly treated. The school will call the parent to pick up the student. To be readmitted to school, the student must bring a note from the parent stating the name of the product used and the date of use, or the box top from the product used. Repeat occurrences may result in referral of the child to the Alcorn County Health Department.

### 3. Procedures for Administering Medication

School personnel may administer medication to students only if the following guidelines are met:

1. A signed *permission to administer prescription medication* form must be on file in the office. This form must be signed by the parent or legal guardian and then signed by the principal. A copy of the completed form will be given to the teacher.
2. The medication must be in the **original container**, with the information label displaying the name of the physician, drug dosage, and specific instruction for administering. **(Medication in a non-prescription container will not be administered.)**
3. **The medication must have a current prescription label.**
4. **Medication prescribed and the container must match the form.**
5. **Medication can only be administered according to the instructions on the label.**
6. Medication will be stored in a secure place.
7. Medication will be administered in the presence of another adult witness.
8. A log will be maintained giving the date and time the medication is administered and the amount given.
9. The log will be signed by both the teacher and adult witness.
10. Over the counter medications cannot be administered at school.

Asthma medications may be self-administered by a student if the student's parent or guardian:

1. Provides written authorization for self-administration to the principal.
2. Provides a written statement from the student's health care practitioner that the student has asthma and has been instructed in self-administration of asthma medications, which statement shall contain:
  - (i) the name and purpose of the medications,
  - (ii) the prescribed dosage,
  - (iii) the time or times the medications are to be regularly administered, and the special circumstances, if any, under which the medications are to be regularly administered, and the special circumstances, if any, under which the medications are to be administered, and
  - (iv) the length of time for which the medications are prescribed.
3. Provides a written statement acknowledging that the school district shall incur no liability and that the parent or guardian shall indemnify and hold harmless the school district and its employees against any claims relating to the self-administration of asthma medications.

The permission for self-administration of asthma medications shall be effective for the school year in which it is granted, and shall be renewed each following school year in accordance with the above stated requirements.

**4. School Nurse (CES, CMS)**

CES school nurse is available for annual health screenings of Medicaid students. Forms will be sent home for parents to complete for the annual health screener. The school nurse is available for students who may become ill or injured while at school.

**5. Timber Hills Services**

Timber Hills offers their services to students who are Medicaid recipients during school hours. Services include doctor's visits, medication refill and help. Counselors are on campus regularly. If you are interested in these services, contact the school office.

**W. COMPUTER AND INTERNET USE**

**1. Computer Ethics Guidelines**

Because electronic information is so volatile and easily reproduced, respect for the work of others is especially important in computer environments. Likewise, respect for and care of computer equipment is essential to provide working access for all. Plagiarism, invasion of privacy, unauthorized access, copyright violations, damaging, modifying, or attempting to modify computer files, systems, or facilities are grounds for disciplinary action and possible legal action.

Access to electronic networked resources is available to student and staff through the use of the Corinth School District Network (CSD Net). CSD Net is a Wide Area Network that connect all Corinth Schools and provide access to electronic networked resources including the Internet. The Internet is an electronic highway connecting thousands of computers and millions of individual users all over the world and is coordinated through complex association of government agencies and networks. CSD Net offers a vast array of educational resources to both students and staff. The goal in providing this service is to promote educational excellence and student achievement in the schools by facilitating resource sharing, innovation and communication

The smooth operation of the network relies upon the proper conduct of the users who must adhere to strict guidelines. Basic guidelines are provided here to increase awareness of the responsibilities users assume. If a user violates any of these provisions, his/her account will be terminated and future access may be denied. Possible disciplinary action may result. If possible criminal activity is discovered the proper authorities will be notified. Disciplinary action for students will be in accordance with existing discipline policies and may include suspension and/or expulsion.

The signature(s) at the end of the Acceptable Use Agreement indicate(s) the party/parties who signed this agreement has/have read the terms and conditions carefully, understand(s) their significance, and agrees to fully comply with them.

**2. Computer Lab**

Students are to be quiet and take care of all computers in the Computer Lab. Students are to only go to the sites instructed by teachers. Students should not change any icons, add or delete programs or download anything unless specifically authorized by the teacher. If there is a problem or issue, students should tell their teacher immediately.

**3. Internet Usage**

Students will be monitored while using the internet. Students are instructed on and directed to specific sites for completing assignments. Any student who goes to a site other than the ones specified by the teacher will be subject to discipline according to the discipline ladder.

#### 4. Computer / Internet Usage Discipline Ladder

Step 1:

1. Discipline referral
2. Five (5) day computer suspension
3. Contact parent/guardian

Step 2:

1. Discipline referral
2. Ten (10) day computer suspension
3. Contact parent/guardian

Step 3:

1. Discipline referral
2. Computer suspension for remainder of semester
3. Contact parent/guardian

\*\*A student may enter the discipline ladder at any step, depending upon the nature of the offense.

### X. **EMERGENCY DRILLS AND WEATHER ALERTS**

Corinth School District closings are phoned in to the local radio stations and WTVA Channel 9 in Tupelo. Automated calls to all phone numbers listed on students' information sheets, which were turned in during the first week of school, will be made. The caller ID will display the following number: 478-471-8057 (Ntec).

In the event of an emergency, if a parent chooses to check-out their student, it is imperative that parents check with the office before taking their child from the premises. During any time of emergency or inclement weather, students will be released **only to parents/guardians or those listed as emergency contacts**. Parents/guardians must sign the child out before removing him/her from campus.

Corinth schools regularly conduct fire drills, severe weather drills and other emergency drills to prepare for emergencies. Emergency drill information will be provided to students by their homeroom teachers. Additionally, a safety plan is available for you upon request in the office.

#### 1. Fire Drills and Evacuation

In order to inform the faculty and student body of safety precautions during fire drills, it is necessary to set up definite rules of conduct to observe during fire drills. The signal for the fire drill or for a real fire will be **three taps of the bell repeated** to warn the occupants to leave the building or notification by intercom. In the event of power failure, the same signal will be given with a whistle. On the signal move out of the building quickly and quietly by way of designated exit. See evacuation plan. All students and faculty will proceed in an orderly fashion to the designated areas. Upon receiving the "All Clear," students will move quickly and quietly back to class.

#### 2. Severe Weather Drill

The signal for a severe weather drill will be a **continuous ringing of the bell or whistle** or notification by intercom. Teachers upstairs shall immediately move their students downstairs. Upon receiving the warning, teachers will open one or two windows in your classroom and move your students quickly and quietly to the assigned areas, closing your classroom door as you leave. Leave a walkway. Windows and glass enclosures should be avoided. Students caught in the open should lie on the ground in a ditch or other depression avoiding buildings, power lines, and trees. Students and teachers are to remain in the shelter areas until an ALL CLEAR is received. See Emergency Plan for additional procedures. The proper position for students and staff is on your knees facing the wall in a bending position with your hands and arms covering your head.



## **VIII. EXTRACURRICULAR ACTIVITIES**

Rules, regulations, and codes of conduct extend and apply to the extracurricular programs for the school. Additional rules and regulations governing the various programs may be promulgated by the director, coach, or sponsor of same. It shall be the responsibility of the students to become familiar with the rules and regulations in any activity program in which the student may participate.

### **A. ATHLETICS**

Corinth High School offers opportunities for all students on a non-discriminatory basis in the areas of football, basketball, track, tennis, golf, soccer, softball, baseball, and volleyball. Corinth Middle School offers opportunities for all students on a non-discriminatory basis in the areas of football, basketball, baseball, and track.

All students are encouraged to participate in any of the aforementioned sports, provided they can meet the eligibility requirements as established by the Mississippi High School Activities Association.

Students assigned to ISS, OSS, or Alternative school will be unable to participate in extracurricular activities until allotted time is completed.

### **B. GENERAL ELIGIBILITY RULES FOR EXTRACURRICULAR ACTIVITIES**

#### **1. Corinth High School**

Students who participate in a high school extracurricular activity that is governed by the Mississippi High School Activities Association (M. H. S. A. A.) must meet all the requirements set forth by the association. A copy of the M.H.S.A.A. handbook is available in the principal's office.

#### **A. Residency requirements:**

1. Parent(s) of custody must be a bona fide resident of the school district, or eligibility must be established by being enrolled in school for one year prior to participation.
2. If parent of custody moves from the district after the beginning of school, an underclassman will be eligible until the end of the semester in which the parent moves. A senior will be eligible for the remainder of the school year provided the parent of custody does not move prior to the opening of school and provided that the parent has been a bona fide resident of the district at least one year prior to moving.
3. Where eligibility is involved, students and parents are urged to notify the appropriate coach, director or principal about any pending changes of residence so that appropriate decisions concerning eligibility can be made before it is too late to correct the problem.

#### **B. Academic rules for students participating in activities:**

1. Seventh-grade students are not permitted in high school sports unless the sport is not offered in junior high school.
2. To be eligible for participation, a student must meet the following minimum scholastic requirements at the end of a semester and at the end of the year if the student is to avoid probation and/or be eligible for the succeeding semester.
  - a. Sophomores (who were freshmen during the 2008-2009 school year) and younger students: To be eligible for athletics and activities, students must pass six credits toward graduation. The 6 units will be averaged as a whole, and the overall average must be 75 or higher in order to maintain eligibility. This will be done on a yearly basis. A student athlete may become eligible only once during his/her high school career if he/she fails the last semester of the previous year, by passing 6 units with a

75 average the first semester of the following year. This will be done in order to keep the student on track for graduation.

- b. Seniors and Juniors: To be eligible for athletics and activities, students must pass five credits toward graduation with one year of six credits. The 5 units will be averaged as a whole, and the overall average must be 75 or higher in order to maintain eligibility. This will be done on a yearly basis. A student athlete may become eligible only once during his/her high school career if he/she fails the last semester of the previous year, by passing 5 units with a 75 average the first semester of the following year. This will be done in order to keep the student on track for graduation.
3. Out of school one or more semesters: If a student who is eligible for a given semester drops out of school for one or more semesters, he/she is then ineligible until he/she passes all subjects during a semester. A student who is eligible for a given semester cannot drop out of school during the semester or remain out of school for one or more semesters and then be eligible for the next semester he/she attends.
4. Summer school credit/extended session credit: An accredited summer school shall be considered as an extension of the second semester of the school session, and credits earned in such a school may be considered in determining the scholastic eligibility of students. The completion of a full unit, major subject, during summer school shall be classified as passing one major subject for one unit of credit and not as passing two major subjects for half unit each. Accredited correspondence courses may be taken for establishing athletic eligibility provided the course has been completed and grade recorded by the opening of school. Credits completed in extended session may also be considered in determining scholastic eligibility.
5. A student must be a resident of the state of Mississippi to participate in any extracurricular activities.
6. Special education students will be academically eligible if they are making satisfactory progress according to the committees reviewing their Individual Education Plans (IEP).

## 2. **Corinth Middle School**

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

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

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

Students are ineligible for athletic participation at a grade level if their ages and grade placement fall into the following categories:

- 7th Grade --- 14 prior to September 1
- 8th Grade --- 15 prior to September 1

Students ineligible at one level due to age may move up to the next level of competition.

To be eligible for participation as a seventh grader, a student must be promoted from sixth grade; and for participation as an eighth grader a student must be promoted from seventh grade. A pupil must pass his/her grade level by achieving at least an average of 75 in four basic courses (those which meet five days per week) the previous year in order to be eligible to participate during the present year.

Students must be Mississippi residents.

A pupil who is not eligible at the beginning of the school year may become eligible the second semester only once during the student's junior high school career by passing four basic courses with a 75 in each course.

Pupils in the 7th and 8th grade participating in high school extra-curricular activities must pass their grade level by achieving at least an average of 75 in three of the four core courses of math, science, English and social studies the previous year in order to be eligible to participate during the present year.

No students can play the same level sport for two consecutive years, nor can the student participate in the grade level above his then current enrollment.

Seventh grade students will not be allowed to participate in high school sports unless that sport is not offered at the Junior High School.

### **C. ATHLETIC TICKETS**

#### **ALL SPORTS PASS**

(Entry to all middle school and high school regular season home games)

Students	\$50.00
Adults	\$100.00

#### **CHS Varsity Football**

Student tickets with Student ID	\$3.00
General Admission at gate for all	\$5.00
Season ticket for 6 home games (Reserved Section)	\$45.00
Reserved Seat for 1 game at gate	\$7.50

#### **CHS Varsity Basketball**

Student ticket with Student ID	\$3.00
General Admission for All	\$5.00

#### **CHS Volleyball**

Student ticket with Student ID	\$2.00
General Admission for all	\$4.00

#### **CHS Baseball**

Student ticket with Student ID	\$2.00
General Admission for All	\$4.00

#### **CHS Track**

Student ticket with Student ID	\$2.00
General Admission for All	\$4.00

#### **CHS Slow Pitch Softball**

Student ticket with Student ID	\$2.00
General Admission for All	\$4.00

#### **CHS Fast Pitch Softball**

Student ticket with Student ID	\$2.00
General Admission for All	\$4.00

**CMS Football**

CMS & CHS Student Admission with Student ID	\$1.00
General Admission for All	\$3.00
Season Tickets	\$10.00

**CMS Basketball**

CMS & CHS Student Admission with Student ID	\$1.00
General Admission for All	\$3.00
Season Tickets	\$18.00

**D. INSURANCE (ACCIDENT)**

The Corinth School District purchases accident insurance for all students who participate in school activities that are sanctioned by the Mississippi High School Activities Association. The basic coverage is limited to \$25,000.00 and is supplemented by the catastrophic insurance sponsored by the Mississippi High School Activities Association, which is also furnished by the school district. Parents and students are encouraged to evaluate this coverage and secure any additional insurance they deem appropriate.

**E. PHYSICALS**

Students participating in athletics and cheerleading must present a physician’s statement verifying that he or she is physically fit for athletics or cheerleading participation.

**F. CHEERLEADERS/DANCE TEAM**

The purpose of the cheerleaders and the dance team is to encourage the fans to support the team and create enthusiasm and school spirit. Sometimes this requires personal sacrifice of time and effort, but this prime purpose should take preference over personal plans and whims.

Cheerleaders and dancers are selected each spring. Cheerleaders will be notified of dates of cheerleader camp at the time applications are made available to students. All cheerleaders will be required to attend the approved cheerleader camp as a squad. Rules governing cheerleader and dancer eligibility and selection are on file and available in the principal’s office. Rules governing participation are available from the sponsor.

**G. BAND AUXILIARY UNITS**

These units include drum major, flag line and dance line. Rules governing eligibility and selection of these units are on file and available in the principal’s and band directors’ offices.

**APPENDIX A: CORINTH HIGH SCHOOL GRADUATION REQUIREMENTS**

**Traditional Diploma Graduation Requirements (2013-2014, 2014-2015, and 2015-2016 Freshman Classes)**

<b>Curriculum Area</b>	<b>Graduation Requirements</b>	<b>Required Subjects</b>
English	4	IGCSE English Language IGCSE English Literature or General Paper English III or AICE English Language English IV or AICE English Literature
Mathematics	4	IGCSE Math I IGCSE Math 2 Integrated Math 2
Science	4	IGCSE Biology
Social Studies	4	Mississippi Studies*/Geography IGCSE World History IGCSE U.S. History or AICE U.S. History Economics/Government
Health and Physical Education	1	Family and Individual Health or Comprehensive Health (1/2) Physical Education (1/2)
Business and Technology	1	ICT2 satisfies this requirement**
The Arts	1.5	Art, Band, Chorus, Theatre, Public Speaking, Video Production
Electives	5.5	
Total Required Credits	25	

Carnegie unit credits may be earned for any high school classes that are offered in grades 7 and 8.

\*The credit earned for a state/local government course in any other state by an out-of-state transfer student who enters after the freshman year can stand in lieu of Mississippi Studies.

\*\*Demonstrated proficiency or an additional advanced technology class may be substituted.

**Traditional Diploma Graduation Requirements (2016-2017 Freshman Class)**

<b>Curriculum Area</b>	<b>Graduation Requirements</b>	<b>Required Subjects</b>
English	4	IGCSE English Language IGCSE English Literature or General Paper English III or AICE English Language English IV or AICE English Literature
Mathematics	4	IGCSE Math I IGCSE Math 2 Integrated Math 2
Science	4	IGCSE Biology
Social Studies	4	Mississippi Studies*/Geography IGCSE World History IGCSE U.S. History or AICE U.S. History Economics/Government
Health and Physical Education	1	Family and Individual Health or Comprehensive Health (1/2) Physical Education (1/2)
Business and Technology	1	ICT2 satisfies this requirement**
The Arts/Design	1.0	Art, Band, Chorus, Theatre, Video Production
Speech	.5	Speech
Electives	7.5	
<b>Total Required Credits</b>	<b>27</b>	

Carnegie unit credits may be earned for any high school classes that are offered in grades 7 and 8.

\*The credit earned for a state/local government course in any other state by an out-of-state transfer student who enters after the freshman year can stand in lieu of Mississippi Studies.

\*\* Demonstrated proficiency or an additional advanced technology class may be substituted.

**Traditional Diploma Graduation Requirements (2017-2018 Freshman Class)**

<b>Curriculum Area</b>	<b>Graduation Requirements</b>	<b>Required Subjects</b>
English	4	IGCSE English Language IGCSE English Literature or General Paper English III or AICE English Language English IV or AICE English Literature
Mathematics	4	IGCSE Math I IGCSE Math 2 Integrated Math 2
Science	4	IGCSE Biology
Social Studies	4	Mississippi Studies***/Geography IGCSE World History or IGCSE U.S. History or AICE U.S. History Economics/Government
Health and Physical Education	1	Family and Individual Health or Comprehensive Health (1/2) Physical Education (1/2)
Business and Technology	1	ICT2 satisfies this requirement**
The Arts/Design	1.0	Art, Band, Chorus, Theatre, Video Production
Speech	.5	Speech
Electives	8.5	
Total Required Credits	28	

Carnegie unit credits may be earned for any high school classes that are offered in grades 7 and 8.

\*The credit earned for a state/local government course in any other state by an out-of-state transfer student who enters after the freshman year can stand in lieu of Mississippi Studies.

\*\* Demonstrated proficiency or an additional advanced technology class may be substituted.

**Traditional Diploma Graduation Requirements (2018-2019 Freshman Class)**

<b>Curriculum Area</b>	<b>Graduation Requirements</b>	<b>Required Subjects</b>
English	4	IGCSE English Language IGCSE English Literature or General Paper English III or AICE English Language English IV or AICE English Literature
Mathematics	4	IGCSE Math I IGCSE Math 2 Algebra 2
Science	4	IGCSE Biology
Social Studies	4	Mississippi Studies***/Geography IGCSE World History or IGCSE U.S. or AICE U.S. History Economics/Government
Health and Physical Education	1	Family and Individual Health or Comprehensive Health (1/2) Physical Education (1/2)
Business and Technology	1	ICT2 satisfies this requirement**
The Arts/Design	1.0	Art, Band, Chorus, Theatre, Video Production
Speech	.5	
Electives	9.5	
Total Required Credits	29	

Carnegie unit credits may be earned for any high school classes that are offered in grades 7 and 8.

\*The credit earned for a state/local government course in any other state by an out-of-state transfer student who enters after the freshman year can stand in lieu of Mississippi Studies.

\*\* Demonstrated proficiency or an additional advanced technology class may be substituted.



In addition to the Carnegie unit requirements, students will be required to achieve a passing score on the following Cambridge Exams in lieu of the Mississippi Subject Area Tests: IGCSE English Language, IGCSE Coordinated Mathematics, IGCSE Biology, and IGCSE or AICE American History.

Based on State Board Policy, the following exceptions are made to the testing policy for students:

1. Students who transfer into the Corinth School District will not be required to pass any end-of-course Cambridge Exam in a course for which the school accepts equivalent Carnegie units earned in a public school of another state as fulfilling the requirements for a Mississippi high school diploma.
2. Students who transfer into the Corinth School District will not be required to pass any end-of-course Cambridge Exam in a course for which the school accepts equivalent Carnegie units earned in a private school provided the private school is accredited regionally or by the State of Mississippi.

Corinth School District students who pass a required Cambridge Exam or its substitute but fail the content area course of study will follow the district's guidelines for earning the required Carnegie unit.

Corinth School District students who fail to pass a required Cambridge Exam or its substitute will be offered remediation prior to retaking the test by a person qualified in the particular subject area.

Beginning with the entering freshman class of 2016-2017, students will be required to enroll in a mathematics and science class during the senior year.

### **Early Exit Diploma Graduation Requirements**

Curriculum Area	Carnegie Units	Required Subjects
English	2	IGCSE English Language IGCSE English Literature
Mathematics	3	IGCSE Coordinated Math I and II Integrated Math 2
Science	2.0	IGCSE Biology
Social Studies	2.5	IGCSE World History IGCSE U.S. History Mississippi Studies (1/2)
Health and Physical Education	1	Any combination of Health and Physical Education
Business and Technology	1	ICT 2/STEM
Arts	1	Any approved 500.00 course or completion of the 2-course sequence for Computer Graphics Technology I or II
Electives	5	Should focus on college admission or national certification requirements
Total Units Required	17.5	

Qualifications for the Mississippi Early Exit Diploma signifies a student is ready to do college level work without remediation and opens up a variety of education and career pathways within and beyond high school.

In order to qualify for the Early Exit Diploma, the student must meet the Carnegie unit requirements and the established college and career qualification scores in all core content areas on a series of Cambridge end-of course exams and/or required benchmarks for college readiness on the ACT or Institutions of Higher Learning (IHL) approved college entrance exam.

## **APPENDIX B: DIFFERENTIATED DIPLOMA OPTIONS**

The Corinth School District values different learning experiences for students. Based on this belief, the District will offer the following diploma options:

### **Traditional Diploma**

- Complete Traditional Diploma requirements
- Achieve passing scores on Cambridge Subject Area Examinations in Mathematics, Biology, English Language, and U.S. History
- Complete Pillar Senior Project

### **Early Exit Diploma**

- Complete Early Exit Diploma requirements
- Achieve college and career readiness measures on 9<sup>th</sup> and 10<sup>th</sup> grade required IGCSE Exams or in all four content areas of the ACT
- Complete Pillar Senior Project

### **Advanced International Certificate of Education (AICE) Honors Diploma**

- Complete Traditional Diploma requirements
- Achieve passing scores on Cambridge Subject Area Examinations in Mathematics, Biology, English Language and U.S. History
- Complete AICE Diploma requirements as outlined by Cambridge International Exams
- Complete Pillar Senior Project

### **Corinth Honors Diploma**

- Complete Traditional Diploma requirements
- Achieve passing scores on Cambridge Subject Area Examinations in Mathematics, Biology, English Language and U.S. History
- Achieve a 3.0 or higher on a 4.0 grading scale
- Earn six college credit hours
- Complete at least two of the following
  - Earn 4 credits on AICE Exams
  - Complete an approved industry recognized certification
  - Achieve the ACT math, science, reading, and English college and career readiness measures
- Complete Pillar Senior Project

### **College and Career Readiness Diploma**

- Complete Traditional Diploma requirements
- Achieve passing scores on Cambridge Subject Area Examinations in Mathematics, Biology, English Language and U.S. History
- Meet college and career readiness measures on the IGCSE Exams, the ACT, or Reach Silver Level on ACT WorkKeys Assessment, including Reading for Information, Applied Mathematics, and Locating Information
- Earn three college credits
- Complete Pillar Senior Project

### **Career Technical Diploma**

- Complete Traditional Diploma requirements
- Achieve passing scores on Cambridge Subject Area Examinations in Mathematics, Biology, English Language and U.S. History
- Complete an approved industry recognized certification
- Complete Pillar Senior project or an approved work-based apprenticeship or learning experience

### **Applied Studies Diploma (Available to students with an IEP)**

- Earn twenty-four credits of which twelve must be regular education Carnegie credits
- Pass Functional Literacy Exam
- Complete a required modified course of study
- Complete a work-based learning experience

## **APPENDIX C: MISSISSIPPI SCHOLARS AND MISSISSIPPI TECH MASTERS PROGRAMS**

### **Mississippi Scholars Requirements**

#### **ENGLISH LANGUAGE ARTS** *Four credits must consist of:*

- English I (1) or Cambridge IGCSE Equivalent
- English II (1) or Cambridge IGCSE or AICE Equivalent
- English III (1) or Cambridge AICE Equivalent
- English IV (1) or Cambridge AICE Equivalent

#### **MATHEMATICS** *Four credits must consist of:*

- Algebra I (1) or Cambridge IGCSE Equivalent
- Geometry (1) or Cambridge IGCSE Equivalent
- Algebra II (1) or Cambridge IGCSE Equivalent
- And one Carnegie Unit of comparable rigor and content may come from Mathematics courses approved by the Mississippi Department of Education for academic credit.

#### **SCIENCE** *Four credits must consist of:*

- Biology I (1) or Cambridge IGCSE Equivalent
- Any two Carnegie Units of comparable rigor and content (Physics preferred) or Cambridge IGCSE or AICE Equivalent
- Additionally, one Carnegie Unit may come from a CTE or Cambridge IGCSE or AICE Equivalent

#### **SOCIAL STUDIES** *Four credits must consist of:*

- World Geography (1/2) & Mississippi Studies (1/2) Or Global Studies or AICE Global Perspectives
- World History Studies (1) or Cambridge IGCSE Equivalent
- US History (1) or Cambridge IGCSE or AICE Equivalent
- US Government (1/2)
- Economics (1/2)

#### **ARTS** *One credit of:*

- One Carnegie Unit of visual and performing arts meeting the requirements for high school graduation or
- 2 units for the completion of the 2 course sequence Computer Graphics Technology I & II

#### **ADVANCED ELECTIVES** *Two credits must consist of language in the same language:*

- Foreign Language I (1)
- Foreign Language II (1)

## **ADDITIONAL REQUIREMENTS**

- 40 Hours of Community or Volunteer Service during 4 years of high school
- 18 ACT Composite Score (Overall Score)
- 2.5 cumulative high school GPA on a 4.0 scale
- For students with more than 4 in-school suspensions-3 letters of recommendation (one from each of the following – principal, guidance counselor and business/community leader)
- 95% School Attendance during 4 years of high school
- No out-of-school suspension

*Mississippi Scholars must also complete any remaining State-mandated high school graduation requirements. Advanced Placement courses may be substituted in Mississippi Scholars subject areas.*  
*Dual credit and online courses are acceptable.*

## Mississippi Tech Masters Requirements

Mississippi Tech Master Students are preparing for their future careers. Employers are concerned with ensuring that both potential and incumbent employees have the skills necessary to thrive in today's workplace.

### **Current MDE Career Pathway Track – Academic Course of Study:**

(4 Credits) English

\*(3 Credits) Math – Algebra I – Math above Algebra I (Course must be related to program of study)

#### **\*\*Geometry Mandatory**

(3 Credits) Science – Biology I and 2 courses above Biology I

(3 Credits) Social Studies – American History, Government and MS Studies

(1 Credit) Computer

(½ Credit) Health or P.E.

\*(2.5 Credits) Electives of your program of study

\*4 CTE Credits in the same area of study – Must take 4 CTE credits – Non-negotiable

**Must have 21 minimum credits – Students can go the 21 or 24 credit route allowing time for internship.**

### **Additional Requirements for recognition of Mississippi Scholars Tech Master:**

- 40 hours of community or volunteer service during high school pilot year
- Minimum of
  - 18 ACT composite score (overall score), or
  - 36 ASVAB (Armed Services Vocational Aptitude Battery Test), or
  - Silver Level WorkKeys
- 2.5 high school GPA
- 95% school attendance during high school years
- No out-of-school suspension

Must maintain a passing score, as established by the Mississippi Department of Education (MDE), on the Mississippi Career Planning and Assessment System (CPAS2) or a passing score on an MDE approved industry certification assessment.

Mississippi Scholars Tech Master must complete any remaining State-Mandated high school graduation requirements. Dual credit courses are acceptable

**\*Flexibility to tailor courses to area of interest.**



## **STUDENT HANDBOOK ACKNOWLEDGMENT**

We, the undersigned parent and student, acknowledge that the Corinth School District Student Handbook is posted on-line at [www.corinth.k12.ms.us](http://www.corinth.k12.ms.us), and acknowledge that we have read the handbook carefully and have discussed the school policies contained therein. Although Handbooks are available on-line, I understand that I may obtain a printed copy of the Handbook by requesting a copy from my/my child's teacher.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date