

MISSION STATEMENT

The mission of the Smith County School District is to provide learning opportunities that will enable our students to become productive and well adjusted citizens in an ever-changing society. Recognizing that all students have worth, dignity and individual needs and talents, we believe that the educational program of the school should be broad enough to benefit all students regardless of their academic potential.

The mission of our school district also includes instilling in each student those values and attitudes that would develop ethical character, love of country and worthy family membership. We also believe that we have a responsibility to foster good personal and community health by providing clean, comfortable, safe and attractive school facilities. We are charged with stressing the development of good personal health habits and providing a nutritious and well-balanced food service. Finally, we believe that our mission is to adequately prepare students for a successful future in the world of work or additional formal education upon their graduation from our schools.

To obtain these purposes, this district has established these goals:

1. To help each child master the skills and obtain the competencies needed to function in today's and tomorrow's society.
2. To promote the good health and well being of each student.
3. To prepare each child for entry into college or the job market.

SMITH COUNTY BOARD OF EDUCATION

Mr. Randy Lowery	President
Mr. Eric Lott	Member
Mrs. Renee Waites	Vice-President
Mr. Bill Hardin	Secretary
Mr. Robert Hicks	Member
Mr. Jimmy Hancock	Superintendent
Mr. David Garner	Board Attorney

The Smith County School District receives Title I, Title II, Title IV, and Title VI funds. The school district is in compliance with the regulations of No Child Left Behind. Information regarding the academic progress of the school (Report Card) and qualifications of teachers is available at each school.

ADMISSION POLICY

The Smith County School District provides for a uniform system of free public school education consisting of grades kindergarten through twelve for resident children between the ages of five-(5) and twenty-one (21). Children of legal school age whose parents or legal guardians are residents of Smith County or those students granted legal transfers from another school district are eligible to attend Smith County's public schools. Whenever a minor child seeks to enroll in a Smith County school a parent or legal guardian must accompany him or her.

No student shall be denied enrollment on the basis of race, color, creed, sex, handicap, religion or marital status. Smith County Schools' certified employees shall be allowed to enroll their children in Smith County Schools. Legal reference: MS Code, S37-13-1, A37-15-11, S37-15-29.

ENROLLMENT FOR CONTINUING STUDENTS

Students who were enrolled at the end of the previous school year in a Smith County school must present to the office of the principal a completed Declaration of Legal Residence form. This form verifies that the primary residence of the student has not changed since the previous school year. Mississippi law requires that this form be completed each year for continuing students.

ENROLLMENT IN GRADES 7-12

All new students in grades 7-12 shall provide the principal with the following information:

1. Certified copy of the child's birth certificate
2. Certificate of Immunization Compliance
3. Two proof of residence (See Residency Requirements on previous page)
4. Completed information form
5. Name and address of former school
6. Withdrawal form from former school
7. Copy of guardianship documents
8. Social Security number

Any eligible student transferring from a non-accredited school shall be placed in a grade on the basis of examinations administered by Smith County School officials. Secondary students, grades 9-12, transferring from a non-accredited school shall be given a CORE objective test to determine which courses shall receive Carnegie unit credit. Officials of Smith County Schools shall administer all tests.

ENROLLMENT FOR NEW STUDENTS

No student shall be enrolled in a Smith County school until all questions regarding residency, guardianship, grade placement, enrollment status at the previously attended school, and immunization requirements are answered.

Any student attempting to enroll while under expulsion or suspension from another school district or another school in this district may not enroll in a regular program at a Smith County school until the Smith County School Board has reviewed the case under which the student was

expelled or suspended. If the School Board finds the student's expulsion or suspension was for sufficient and good cause, enrollment shall be denied. Such students may be placed in the Smith County Alternative School while awaiting the decision of the Smith County Board of Education regarding enrollment.

ENROLLMENT FOR TRANSFER STUDENTS

Any eligible student transferring from a non-accredited school shall be placed in a grade on the basis of examinations administered by Smith County School officials. Secondary students, grades 9-12, transferring from a non-accredited school shall be given a CORE objective test to determine which courses shall receive Carnegie unit credit. Officials of Smith County Schools shall administer all tests.

Students wishing to transfer from school to school within the district **MUST** have a recommendation from both the sending and receiving principal. These recommendations must be submitted to the School Board for approval prior to the transfer.

Students living outside Smith County who wish to transfer to a Smith County School must have a recommendation from the receiving principal prior to acceptance by the School Board. Students living with adults other than the legal parent or guardian shall not be accepted until that adult has met with the principal, and the Superintendent or the School Board. That transfer student shall not be accepted without the recommendation of the principal. **Effective July 1, 2016 any student that resides outside of Smith County and is granted permission to attend school in Smith County shall be assessed a tuition fee of \$500 per year.**

Students transferring from a residential facility or another Alternative School may be placed in the Smith County Alternative School. The director of the Alternative School and the local school principals shall determine the length of Alternative School placement.

RESIDENCY REQUIREMENTS

Students attending Smith County School District schools shall be required to provide proof of residence in Smith County or a legal release from another school district. **Students who do not live in this school district (Smith County) or have a release from another district shall be sent back to their home school.**

Parents shall be required to provide directions to their home and a description of their residence so school officials may verify that the home is in Smith County. In addition, a minimum of two of the documents listed below shall be provided as documentation of residence in Smith County.

1. Filed Homestead Exemption Application Form
2. Mortgage documents or Property Deed
3. Apartment or Home Lease
4. Utility Bills (Electricity, Gas, or Water)
5. Personal Visit by District Representative

Non-resident students placed in Smith County School District schools by the courts shall be asked to provide a copy of the court order.

Students living with adults other than their parents or legal guardians shall not be admitted to Smith County School District schools until that adult has met with the Superintendent and the Board of Education.

In the event a student's family has dual residences, the residence with Homestead Exemption will be considered the legal residence for purposes of school attendance.

ATTENDANCE

The Smith County School District stresses regular and punctual school attendance. Good attendance habits that are established today will help equip students for success in the future. Poor attendance and truancy can, on the other hand, lead to academic failure.

MS law requires that all children who attain the age of six but have not reached the age of seventeen years on or before September 1 must attend school. PARENTS are responsible for making sure that their children attend school. If parents refuse to comply with the law, the PARENT may be taken before the court and fined and/or jailed for EDUCATIONAL NEGLECT of their child. (MS CODE 37-13-91)

Present 63% of Day Attendance Law: Students should limit checking in and out of school. According to Mississippi Law, students must be in school for at least 63% of the instructional day to be considered present. A written excuse or doctor's excuse is required if the student is not present 63% of the school day. (see page 5 for types of excuses accepted)

Students having passing grades and excessive absences will receive no grade or credit for the class until makeup work is complete. Excessive absences are:

Grades 7-12:

Classes meeting all year (36 weeks) - no more than 10 absences per semester
1/2 unit credit class meeting 18 weeks - no more than 5 absences

There is no difference in excused or unexcused absences when counting the number of days missed.

Extenuating Circumstances: (accident, surgery, etc.)

Absences in excess of the number described above may be excused at the sole discretion of the principal after an at-school conference with the parent/guardian. The conference with the parent/guardian will not automatically result in an excused absence.

Attendance Officer:

Each school district in Mississippi has an Attendance Officer provided by the state. The Attendance Officer is responsible for monitoring enforcement of the state's compulsory

attendance law. Smith County's Attendance Officer may be contacted at 601-782-4867 (Fax: 601-782-9175) or by writing to School Attendance Officer, Post Office Box 308, Raleigh, MS, 39153.

TYPES OF ABSENCE

Students who have excused absences are expected to make up any missed work. Students who have unexcused absences will not be allowed the opportunity to make up missed work.

EXCUSED: An absence will be excused and the student will be allowed to make up the work with the following guidelines:

- ☐ Only 3 parent notes will be accepted each semester. All other absences during that semester will be considered unexcused unless the absence is verified by a medical professional.
- ☐ **Notes must be presented within three days of returning to school.**

UNEXCUSED: All other absences will be considered unexcused and the student will not be given the opportunity to make up missed work. A grade of zero(0) will be given for any missed work. The ONLY exception for make-up work is nine-week exams.

- ☐ **If you received an unexcused absence that can be excused by a note from a medical professional or parent, you must bring the excuse within three (3) days from the time you return to school. Notes presented more than three (3) days after the return to school will not be accepted.**
- ☐ A student who receives an unexcused absence will not have the privilege of making up missed work. A grade of zero (0) will be given for any work missed.

Absences in excess of the allotted number of days may be excused at the sole discretion of the principal after an at-school conference with the parent or guardian. A parent/principal conference will not automatically result in excused absences.

Students attending a school-sponsored activity shall not be considered absent. Only those activities, which require the direct supervision of a school employee while traveling to and from the activity and during the activity, shall be considered school sponsored for this purpose.

Students must be in school on the day of an extra-curricular activity in order to participate in that activity.

Students must get excuses or “admit to class” slips before 1st period begins on the day they return from an absence.

MAKEUP WORK - GRADES 7-12

Students having **EXCUSED** absences shall be expected to complete make up work. It is the responsibility of the student to approach the teacher regarding make up work. The student must make arrangements for make up work on the first day he/she returns to school. The amount of

time a student has to complete the missed assignments will be equal to the number of days that the student missed.

Students who are present when tests are assigned and present when test material is covered shall take the assigned test on the assigned test day. Students who miss the day of the test will be required to take the test on the day they return to school. Students who are absent when the test material is covered shall be allowed to take the test at a later date. Make up tests shall be given at a time that does not interfere with classroom instruction.

Students serving in In-School Suspension shall be expected to complete all class assignments while in suspension. In the event there are assignments that must be completed in the classroom, (lab projects, oral presentations, etc.) the student shall complete those assignments on a date determined by the classroom teacher.

Students who have **UNEXCUSED** absences shall not have the privilege of making up missed work. A grade of zero (0) will be given for any missed work. Nine week exams will be given to students with **UNEXCUSED** absences.

AFFIRMATIVE ACTION

Every pupil of this district shall have equal educational opportunities regardless of race, color, creed, sex, disability, religion, marital status, national origin or age.

No student shall be excluded on such basis from participating in or having access to any course offerings, athletics, counseling, employment assistance, or extra-curricular activities. MS Code S37-15-35 and 1972 Educational Amendments, Title IX: CFR Part 86 1964 Civil Rights Act, Title VI 1973 Rehabilitation Act, Section 503, 1973 Rehabilitation Act, Section 504, 45 CFR Part 84, Brown v. Board of Education, 347 U. S. 483 (1954).

The Superintendent or his designee shall serve as the Civil Rights Compliance Coordinator, Section 504 Coordinator and Title IX Coordinator. The office of the Superintendent has been designated to handle inquiries and complaints regarding the non-discrimination policies of the SCSD.

ASSEMBLIES

Student assemblies will be held when needed. From time to time, there will be guest speakers. Students are expected to be courteous to program presenters and to refrain from making loud or rude noises during any presentation. No student will be excused from student assemblies without permission from the principal. Misconduct will not be tolerated.

Pep rallies will be held during football season. Students will assemble by grades in designated areas. All students are expected to attend pep rallies and to show their support for their school.

BUILDINGS AND GROUNDS

The Smith County School District is in compliance with all rules and regulations regarding the identification, containment, and removal of asbestos and asbestos containing materials in all

SCSD buildings. The District has on file with the Mississippi Department of Education an approved asbestos management plan. Asbestos management plans are available for public review at each school location and the District office.

CAFETERIAS

All school meals are planned to meet or exceed the recommended quality and quantity standards set by the Federal School Food and Nutrition Service. District Food Service policy includes an "Offer versus Serve" for all grades. However, all full meals served must contain the necessary components to meet federal guidelines. Additionally, each school may offer extra items, such as ice cream, slush (100% fruit juice), water and canned fruit juice. With the exception of milk, ice cream and bottled water, a student may purchase extra items **only** if the full meal unit is being purchased.

Students who wish to pay in advance for meals may do so. Meals not used will be credited to meals for the next week. Cash refunds will be made only when a student withdraws from school. Request for cash refunds must be made in writing. Checks will be accepted for the amount of food service purchases only. Parents may not combine payment for meals with other school expenses in a single check.

The Smith County School District has adopted a no charge meal policy. Junior High and High School students will not be allowed to charge meals.

Students may bring a lunch from home or eat the lunch prepared by the cafeteria staff. Students who bring lunch from home may purchase milk, ice cream or bottled water only. It is recommended that neither children nor adults bring canned or bottled drinks into the cafeteria without the label being removed or covered with aluminum foil. It is further recommended that children or adults bring no "fast food" into the cafeteria. Time limitations require that all students remain on the school campus during their lunch period.

Food shall not be delivered to children or adults. "Fast Food" deliveries could be an introduction point for alcohol, drugs, or weapons to the campus. "Fast Food" deliveries could also pose a sanitation problem by introducing food borne illness or pests.

The cost of cafeteria meals is:

Regular price lunch	\$2.50	Reduced price lunch	\$0.40
Regular price breakfast	\$1.00	Reduced price breakfast	\$0.30

Breakfast is served each day from 7:30 until 8:00. All students go directly to the cafeteria upon their arrival on campus and eat breakfast before the school day begins.

Students going to and from the cafeteria are considered in class and should walk quietly without disturbing other classes. At lunchtime all students are required to go to the cafeteria with their group and remain in the cafeteria until their group is dismissed. In order to keep the cafeteria clean and attractive the following rules must be observed:

1. Enter the cafeteria quietly and keep lines orderly
2. Never push or run.
3. Use good table manners.
4. Leave eating areas clean and neat.
5. Return trays, forks and spoons to receiving window.
6. No food shall be taken out of the cafeteria.
7. Respect and obey the duty teacher and cafeteria staff.

CLASSIFICATION

Grade placement and classification of students in grades 9-12 shall be based on the accumulation of Carnegie units according to the following guidelines:

FRESHMEN:	Less than 6 units
SOPHOMORES:	Those having 6 units but less than 12 units
JUNIORS:	Those having 12 units but less than 18 units.

**PRIOR TO THE BEGINNING OF SENIOR YEAR
SENIOR STUDENTS AND THEIR PARENTS SHOULD CONTACT
THE COUNSELOR TO GET A LIST OF THEIR CHILD'S
REQUIREMENTS FOR GRADUATION. CLASSIFICATION AS A
SENIOR DOES NOT MEAN THAT THE STUDENT WILL
GRADUATE.**

SENIORS:	Those having 18 or more units. Must include: English I, English II, English III, two science courses, one of which is Biology I, and two math courses including Algebra I.
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CONDUCT

A safe and orderly school is essential for learning. In order to provide a safe and orderly environment, it is necessary that all students conform to certain standards of conduct and behavior. Student behavior shall always be viewed as the responsibility of the student and the parents or guardian. Students of this school district are expected to conduct themselves so that the rights and privileges of others are not violated.

While students are expected to respect the rights and privileges of others, the rights of individual students shall not be violated. Each student shall have the right to due process with regard to suspension, expulsion, or administrative decisions that the student believes have injured his personal rights.

The rules of conduct listed below shall apply while a student is under the supervision or jurisdiction of the Smith County School District. A student shall be considered under the jurisdiction of this district while in class, on school grounds, on school buses, attending school activities on school campuses, traveling to and from school, or when representing the school on school trips. Students who do not follow the rules of conduct shall be subject to sanctions or punishments. Punishment may be corporal punishment, In School Suspension, Out of School Suspension, referral to the Alternative School, or other appropriate punishment. **All sanctions**

are suggested maximums. However, the principal may evaluate the seriousness of the incident and impose more restrictive punishment. Each school shall have a Positive Behavior Plan in place to aid students in maintaining proper conduct.

Any student who is sent to the principal for the 3rd offense in any 18-week term shall serve in In School Suspension until his/her parents meet with the principal, and the teacher or teachers involved. The student shall be required to attend this conference. The building principal may schedule a parent and administrator conference any time a student is not following the standards of behavior set by the Smith County Board of Education. A parent, guardian, or custodian of a compulsory school-age child enrolled in a public school may be requested to appear at school by an appropriate school official for a conference regarding acts of the child. Failure to attend discipline conferences scheduled by an administrator may result in a fine. (MS Code 37-9-14; SB 3349)

1. DISREGARD OF DIRECTIONS OR COMMANDS

A student shall not fail to comply with reasonable directions or commands of teachers, principals or other school personnel.

MAXIMUM SANCTIONS

Any offense	Suspension with possible recommendation for Alternative School placement
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2. PROFANITY

The use of profane, vulgar or obscene words or gestures will not be accepted.

MAXIMUM SANCTIONS

First offense	Suspension or Corporal Punishment
Second offense	Suspension up to 9 days
Third offense	Suspension with recommendation for Alternative School placement

*****PROFANITY DIRECTED TOWARD ANY SCHOOL EMPLOYEE**

SHALL RESULT IN IMMEDIATE ALTERNATIVE SCHOOL PLACEMENT***

3. RUDE AND DISRESPECTFUL BEHAVIOR

No student will curse, deceive or intentionally argue in a demanding or disruptive manner with any teacher, administrator or other school employee or otherwise show disrespect for school personnel.

MAXIMUM SANCTIONS

First offense	Suspension
Second offense	Suspension up to 9 days
Third offense	Suspension with recommendation for Alternative School placement

4. TOBACCO PRODUCTS, VAPING PRODUCTS, E-CIGARETTES

No student shall have in his possession or use any tobacco, vaping or e-cigarette product while on the school campus or while traveling in a school bus.

MAXIMUM SANCTIONS

FOR POSSESSION OR USE

First Offense	3 days Out of School Suspension
Second Offense	5 days Out of School Suspension
Third Offense	Alternative School Placement

MS House Bill 641 prohibits tobacco use on school property. School property means: any public school building, bus, campus or grounds, recreational area or athletic field, or other property owned or operated by a local school board. (Sixteenth section land without school facilities is exempt.)

5. CHEATING

Cheating on tests or examinations will not be tolerated. No student shall cheat on any test, exam, project or report.

MAXIMUM SANCTIONS

First offense	Zero for work, parent conference
Second offense	Zero for work, suspension for 5 days
Third offense	Zero for work, suspension for 9 days

6. GAMBLING, EXTORTION, CARD PLAYING

Gambling will not be tolerated on school grounds, school buses, or on school-sponsored trips. Extortion, or bribery, is not allowed. Students shall not use gaming cards for any activity on school campuses.

MAXIMUM SANCTIONS

First offense	Five days suspension
Second offense	Nine days suspension
Third offense	Suspension and recommendation for Alternative School placement

7. PUBLIC DISPLAY OF AFFECTION

The public display of affection between students is not acceptable behavior and appropriate action shall be taken to correct this.

MAXIMUM SANCTIONS

First offense	One day suspension
Second offense	Three days suspension
Third offense	Five days suspension

8. DRUG USE OR POSSESSION

No student shall have in his possession, use, transmit, display to other students, or be under the influence of any illegal or controlled drug, a drug requiring a prescription from a medical doctor, or any unknown substance represented as a “drug” while under the jurisdiction of this school district.

Student athletes, cheerleaders and band members found to be in violation of this policy shall face additional sanctions as outlined in the “Student Drug Testing - Athletes, Cheerleaders and Band Members” section of this handbook.

The prescription drug portion of this policy shall not apply to any student who is under the care of a licensed physician and who is taking medication under the supervision and direction of such physician. Nor shall any student have in his possession, use, transmit, or display to other students any drug paraphernalia while under the jurisdiction of this school district.

All students and their parents should read the Student Drug Testing policy in this handbook.

MANDATORY SANCTION

Any offense Immediate notification of law enforcement.
Suspended until placed in Alternative School.
Alternative School placement for up to a calendar year unless the seriousness of the offense calls for a recommendation for expulsion.

SELLING OR ATTEMPTING TO SELL DRUGS

No student shall sell or attempt to sell any illegal drug, controlled substance, other drug, or any unknown substance represented as a drug while under the jurisdiction of this school district.

MANDATORY SANCTION

Any offense Immediate notification of law enforcement.
Suspended until placed in Alternative School.
Alternative School placement for up to a calendar year unless the seriousness of the offense calls for a recommendation for expulsion.

9. ALCOHOLIC BEVERAGES

No student shall have in his possession, consume or be under the influence of any alcoholic beverage while under the jurisdiction of this school district.

MANDATORY SANCTIONS

Any offense Immediate notification of law enforcement.
Suspended until placed in Alternative School.
Alternative School placement for up to a calendar year unless the seriousness of the offense calls for a recommendation for expulsion.

Students and their families needing counseling or rehabilitation services for drug or alcohol related problems may contact:

Pine Grove Recovery Center, Hattiesburg, 1-800-821-7399	Marian Hill CDC, Jackson, 601-982-3607
East MS State Hospital, Meridian, 601-482-6186	Weems Mental Health Center, Raleigh, 601-782-9461
MS State Hospital, Whitfield, 601-939-1221	MS Baptist Medical Center, Jackson, 1-800-962-6868

10. ASSAULT AND/OR BATTERY ON SCHOOL EMPLOYEE

No student shall cause, attempt to cause, threaten to cause, or behave in such a way as could reasonably cause physical harm to any school employee.

MANDATORY SANCTIONS

Any offense Immediate notification of law enforcement
Suspended until placed in Alternative School
Continue Alternative School placement until a disciplinary hearing has been held before the School Board to determine appropriate action

11. ASSAULT AND/OR BATTERY ON NON-SCHOOL EMPLOYEE

No student shall cause, attempt to cause, threaten to cause, or behave in such a way as could reasonably cause physical harm to any person while under the supervision of this school district.

MAXIMUM SANCTIONS

* *	First offense	Suspension
	Second offense	Suspension up to 9 days
	Third offense	Suspension with recommendation for Alternative School placement

** Maximum sanctions may be exceeded if injuries occur.

12. FIGHTING

All students involved in a fight or verbally attempt to instigate a fight among other students.

MAXIMUM SANCTIONS

First offense	Suspension for 3 days
Second offense	Suspension for 5 days
Third offense	Alternative School Placement

All offenses: Students shall be referred to the Smith County Youth Court

13. WEAPONS

No student shall possess, handle or transmit any implement that may be used to cause bodily harm to another person while under the jurisdiction of this school district. This includes, but is not limited to, guns, knives, razors, mace, pepper spray or other objects that could reasonably be considered as weapons. Students shall not be allowed to have hunting weapons in vehicles that are parked on school property. In all cases, the principal will confiscate weapons. Weapons will be returned to parents or guardians only, not to the student. Federal law prohibits the possession of firearms on school campuses. Possession of a firearm on a school campus is punishable by a fine of up to \$5,000.00 and/or 5 years in jail.

**POSSESSION OF A FIRE ARM
MANDATORY SANCTION**

Any offense: Immediate notification of law enforcement, suspended until a hearing is held before the School Board to determine appropriate action

POSSESSION OF OTHER WEAPONS**MAXIMUM SANCTIONS**

First offense	Suspension
Second offense	Suspension until a hearing has been held before the Discipline Committee to determine appropriate action

THREAT OR USE OF OTHER WEAPONS**MAXIMUM SANCTIONS**

Any offense	Suspension until a hearing has been held before the Discipline Committee to determine appropriate action
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14. DAMAGE, DESTRUCTION OR THEFT OF SCHOOL PROPERTY

No student shall willfully damage, destroy, deface, steal or vandalize school property including buildings, grounds and/or equipment and supplies.

MAXIMUM SANCTIONS

First offense	Suspension or expulsion
Second offense	Alternative School placement until a report of the incident has been filed with the School Board

In all cases of willful destruction or theft of school property, the parent or guardian of the offending student shall be liable for all damages. MS Code S37-11-19

15. DAMAGE, DESTRUCTION OR THEFT OF PRIVATE PROPERTY

No student shall damage, destroy or steal private property while under the jurisdiction of this school district.

MAXIMUM SANCTIONS

First offense	Suspension
Second offense	Suspension for up to 9 days
Third offense	Alternative School placement until a report of the incident has been filed with the School Board

16. DISRUPTION OF SCHOOL

No student shall willfully disrupt the orderly operation and/or procedure of any school in this district. In cases of continued disruption, students may be placed in the Smith County Alternative School.

MAXIMUM SANCTIONS

Any offense	Suspension with recommendation for placement in Alternative School Notification of law enforcement officials
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17. FIREWORKS

No students shall possess, discharge or otherwise use fireworks of any kind while under the jurisdiction of this school district.

MAXIMUM SANCTIONS

First offense	Suspension
Second offense	Suspension up to 9 days

Third offense	Suspension with recommendation for Alternative School placement
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18. TRUANCY

Students who are absent from class, or leave school without the knowledge and consent of the principal, and students who are absent from school without the knowledge of their parents or guardians shall be considered truant. Students who sign out WITHOUT the permission of the principal or his/her designee are truant. Students must have the principal (or designee) initial the sign out sheet before they leave school so that they will not be considered truant.

MAXIMUM SANCTIONS

First offense	1 day Out of School Suspension
Any additional offense	3 days Out of School Suspension with recommendation for Alternative School placement

19. PORNOGRAPHY

No student shall possess, sell, display or be responsible for any material, either written or graphic, that is deemed by school officials to be pornographic in nature.

MAXIMUM SANCTIONS

First offense	Suspension
Second offense	Suspension with recommendation for Alternative School placement

20. HARASSMENT, INTIMIDATION, THREATS OR BULLYING EITHER PHYSICAL OR VERBAL

No student shall use racial slurs, sexual innuendo, religious vulgarisms or demeaning or demoralizing language. Nor shall any student make any statement that causes other students or staff members to fear or believe that any harm or damage may come to them. Nor shall any student, either verbally, electronically, or physically, intimidate, threaten or bully another student.

MAXIMUM SANCTIONS

Any Offense	Suspension with recommendation for Alternative School placement Referral to Youth Court
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*****REPORTING HARASSMENT, INTIMIDATION THREATS OR BULLYING*****

In any case of bullying, harassment, threats or intimidation, it is the responsibility of the offended student to immediately report inappropriate behavior to any school official. Students who have been mistreated, and/or their parents, have a responsibility to report the inappropriate behavior to school officials. Students and/or their parents may make reports in person, by telephone or in writing. Once reported, allegations of misconduct shall be investigated.

MS Code 37-11-20

Procedures for reporting bullying are posted in each school.

21. **SEXUAL HARASSMENT**

Sexual harassment, whether verbal, physical, or electronic is forbidden by law. No student shall be subjected to any form of sexual harassment from any student or adult at school.

No person shall speak to, make gestures toward or touch another person in a manner that is sexually offensive. **It is the responsibility of the offended student to immediately report inappropriate behavior to any school official.** MS Code 37-11-20

MAXIMUM SANCTIONS

Any offense	Suspension or recommendation for Alternative School placement
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22. **INDECENT EXPOSURE OR BLATANT SEXUAL ACT**

Inappropriate or explicit sexual behavior will not be tolerated.

MANDATORY SANCTIONS

Any offense	Immediate notification of law enforcement Alternative School placement until a disciplinary hearing has been held before the Discipline Committee to determine placement
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23. **REPEATED MINOR INFRACTIONS**

There are infractions of minor rules and regulations concerning conduct and deportment that do not in and of themselves merit corporal punishment, suspension or expulsion. However, habitual disregard for these rules and regulations will not be tolerated. Students who repeatedly disrupt the educational process by breaking minor rules will be disciplined.

FOOD AND DRINKS

No student shall consume food and/or drinks in undesignated areas of school buildings or on school buses. Food and drinks shall not be consumed in classrooms without permission from the teacher. All school concession items shall be purchased only at designated times.

Radios, CD & MP3 Players, Headphones, Toys, Video Games

No student shall bring radios, cd/mp3 players, headphones, toys, video games, or other similar items not required for learning to school. Any student who fails to abide by this rule is subject to having such items confiscated. Items will be returned at a time determined by the principal.

24. **ACTIVITIES RELATED TO GANGS, THE OCCULT, WITCHCRAFT OR DEVIANT GROUPS**

Any behavior, (dress, language, symbols, tattoos, etc.) depicting affiliation or association with any gang, the occult, witchcraft or deviant group will not be tolerated.

MAXIMUM SANCTIONS

First offense	Suspension - up to 5 days
Second offense	Suspension with the recommendation for Alternative School placement

25. **COMPUTERS, ELECTRONIC DEVICES, E-MAIL AND THE INTERNET**

Students shall not use computers, electronic devices, e-mail or the Internet in any manner that violates any rule or regulation in this handbook. Electronic violations of handbook rules shall be disciplined according to handbook guidelines.

All students having access to the Internet shall have an In-School Internet Use Agreement on file in the principal's office. Students who do not have a Use Agreement on file shall not be allowed to use the Internet. Sanctions for misuse of the Internet are detailed in that form and should be read by both the student and the parents.

26. **INITIATIONS, HAZING OR INDUCTION CEREMONIES**

Students shall not conduct any type of initiation or induction ceremony or direct any act of physical or mental abuse toward students joining any group or club or participating in any extra-curricular activity. Students involved in any type of initiation or hazing will be disciplined.

MAXIMUM SANCTIONS

Any offense	Suspension with recommendation for Alternative School placement
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27. **CELL PHONES / ELECTRONIC COMMUNICATION DEVICES**

Students may bring their cell phones or other electronic devices to school. The use of those cell phones or related electronic communication devices is prohibited during class. The cell phones and other devices must be set to silent or vibrate at all times so as not to distract from instruction.

Any student caught using or in possession of a cell phone or other electronic device during state testing are subject to having their test invalidated, which means they fail the test. Failure of certain state test can result in failure to graduate.

Students may not use their phones to make or receive calls, take or send photographs/videos, play games, access social media or any other purpose. The only school sanctioned use of cell phones and/or electronic devices is sending or receiving text messages during non-class times.

Smith County School District, its faculty and staff are not responsible for any damaged, missing, or stolen cell phones or electronic devices.

Parents who need to contact their child should call the school office. Please do not try to contact your child by cell phone.

Students who fail to comply with this policy will face the sanctions listed below.

MAXIMUM SANCTIONS

First offense	Phone/device confiscated and returned to parent after 5 days
Second offense	Phone/device confiscated and returned to parent after 10 days

Third and all
other offenses

Phone/device confiscated and returned to parent
at the end of the school year

SANCTIONS FOR MISCONDUCT

All students and their parents are encouraged to read this handbook so that they will know the rules and guidelines for proper school conduct. The sanctions discussed in the following sections will be imposed when students fail to follow the rules.

IN-SCHOOL SUSPENSION

In as many cases as possible, students who break the prescribed rules of conduct will be subjected to In-School Suspension. School personnel will assign students in In-School Suspension to a room that is not being used by other students. The student will be given assignments to work on and will be monitored by the school principal or his designee. The student will be allowed to eat lunch and will be allowed to go to the bathroom. The student will not be allowed to participate in any activity with his peers during the school day.

Students placed in In-School Suspension more than one time in any one 18 week term will not be allowed to return to class until their parents have had a conference with the principal.

Students serving in In-School Suspension will be required to complete all class work and assignments. Students who miss class work assignments, such as lab, oral reports, etc., must complete those assignments even though it may require that the student remain after school. All work assigned to students serving in In-School Suspension will be graded and grades will be given just as if the student were in class.

Students serving in In-School Suspension shall not be awarded Perfect Attendance honors.

In the event a student is absent, assigned In-School Suspension time shall be served following the student's return to school. Students may not miss school to avoid In-School Suspension.

ANY STUDENT ASSIGNED TO IN-SCHOOL SUSPENSION WHO:

1. Refuses to attend In-School Suspension classes, or,
2. Refuses to complete assigned work, or
3. Creates a disturbance while in In-School Suspension,

SHALL BE SUSPENDED FROM SCHOOL UNTIL:

1. The student agrees to serve his/her time in suspension, or,
2. The parent meets with the principal. This conference will not cancel the In-School Suspension time.

CORPORAL PUNISHMENT

In cases of minor rule violations, where suspension is not mandated, corporal punishment (paddling, up to 3 licks) may be offered the student in lieu of other punishment. Students in grades 7-12 may refuse to be paddled. Students who refuse to be paddled will be suspended for 3 days.

SHORT TERM SUSPENSION FROM SCHOOL

Suspension is the denial of the privilege of attending school for a limited time. Students under suspension from school shall be considered absent and the absence shall be unexcused. The student shall not have the privilege of making up any missed class work. Only nine-week exams may be made up.

The suspended student shall not trespass upon school grounds except for a prearranged conference with a principal. Students under out-of-school suspension shall not participate in or attend any school activity (day or night) during the time of the suspension.

In all cases of suspension, the parent or guardian shall be notified giving the reason for the suspension. If a student is to be sent home during normal school hours the parent or guardian shall be notified before the student is dismissed. Students under suspension shall not be allowed to return to class until their parents have had a conference with the principal.

Students who are suspended from school for a third time during one school year may be placed in Alternative School for a minimum of nine weeks.

ALTERNATIVE SCHOOL PLACEMENT – Grades 4 -12

The Smith County Alternative School is designed to provide an alternative educational opportunity for students who have been expelled or suspended long term from their regular school program. Principals can place a student at the Alternative School for 45 days. If a principal recommends a placement longer than 45 days, the referral will be forwarded to the Smith County Discipline Committee. Students recommended for Alternative School placement for disciplinary reasons shall be afforded their due process rights and shall have the opportunity for a hearing before the Smith County Discipline Committee. Alternative School students failing to comply with the rules of conduct while at the Alternative School shall face the possibility of expulsion.

Students placed in the Alternative School for disciplinary reasons shall be expected to continue their regular course of study under the supervision of Alternative School staff. All students will be expected to attend school each day and to complete all assignments and tests as assigned. All work will be graded and grades assigned accordingly. Students must complete all of their assigned days at the Alternative School. Any absences incurred while attending Alternative School must be made up before returning to a student's home campus.

Students placed in the Alternative School for disciplinary reasons shall not participate in or attend any Smith County School District student activity or program.

LONG TERM SUSPENSION AND/OR EXPULSION

Long term suspension and/or expulsion is the denial of the privilege of attending school for more than nine days during the current school year. Expulsion is the denial of the privilege of

attending school for a specific period beyond the beginning of the next school year or any permanent denial of school attendance.

POSITIVE BEHAVIOR INTERVENTION

Additionally, a Positive Behavior Intervention model shall be in place in each school. That model shall be designed to meet the needs of student having academic difficulty because of discipline problems.

When disruptive behavior causes a child to have academic problems that child will be observed in a Functional Behavior Assessment and those observations will be used to develop a Behavior Intervention Plan for the individual student. The purpose of the plan is to identify positive reinforcements and the support system the child needs to maintain acceptable behavior. Parents needing more information about Positive Behavior Interventions should contact the local school counselor or principal.

SMITH COUNTY DISCIPLINE COMMITTEE

Students whose misbehavior does not warrant a recommendation for expulsion will be afforded a hearing before the SCSD Discipline Committee. The Smith County Discipline Committee will hold hearings for students who have violated the district's disciplinary rules and are being recommended for Alternative School placement in excess of 45 days. Students who merit expulsion will be sent directly to the School Board. The hearing committee will be made up of district and school administrators. The purpose of the hearing is to offer the student a second opportunity to tell his/her side of the problem and to allow parents/guardians to speak on behalf of the student. The committee will meet frequently so that parents/students don't have to wait to know what is going to happen.

Parents will be notified of Discipline Committee meetings involving their child.

DUE PROCESS

In all cases of student misconduct, the offending student shall be punished. However, no student shall be denied his or her due process rights. Prior to the administration of disciplinary sanctions, students shall:

1. Be advised, either orally or in writing, of the charges against him or her.
2. Hear an explanation of the evidence against him or her.
3. Have the opportunity to present his or her side of the story.

After such discussion, and on the basis of the evidence, the principal shall determine the student's guilt or innocence and make his/her recommendation for disciplinary action. Long term suspension (more than 9 days) and/or expulsion may be given only by action of the School Board. Before the suspension or expulsion, the student will be given notice of all charges against him or her, be advised of the evidence supporting those charges, and be given the opportunity to present his or her side of the story to the school principal. Following this discussion, the student and his or her parent/guardian will be notified in writing of the student's procedural due process rights consistent with the state and federal due process requirements. MS Code 37-7-301 (e)

CORRIDORS

Students should be in the halls only at the beginning and close of school and while moving from one class to another. Students in the hallways during class time must have hall passes signed by a teacher or the principal.

In passing through the corridors to classes or in entering or leaving the building, proper procedure is dictated by common sense and common good. Always move by the nearest route with the least possible confusion. Keep to the right and do not block the hallways by stopping to talk or play. Loud talking, whistling, shouting and running are not permitted in hallways.

DRESS CODE

Safety, health and individual dignity provide the basis for any dress code. If clothing is disruptive to the learning situation or if it is embarrassing to others, steps will be taken to deal with the individual student. Students causing disruptions as a result of their dress will be disciplined.

Teachers may at any time counsel with students about attire that may not be acceptable. **When there is any doubt that students are not adhering to the standards of dress, the principal or teacher shall render the final authority. (such as a see through blouse)**

1. Students shall not wear clothing that:
 - Advertises or promotes alcohol, tobacco, or drugs
 - Has obscene language or gestures printed on it
 - Has derogatory racial expressions printed on it
 - Is deemed inappropriate by the principal
 - Has attention getting writing on the seat of the pants
2. Students must wear shoes in the appropriate way. House slippers may not be worn.
3. Shirts and blouses shall be long enough to cover the stomach at all times and shall not be unbuttoned below the second button.
4. Headscarves, bandanas, "Do Rags", rollers, sunglasses, hair picks or other headgear are not appropriate and shall not be worn or brought to school by males or females.
5. Hats or caps may not be worn in school buildings.
6. All clothing must be worn as it is designed to be worn. All belts, overall straps, shoelaces etc. must be fastened and all pants must be worn at the correct waist level. Students shall not wear "Sags".
7. Clothing indicating membership in closed or secret societies shall not be worn. MS Code 37-11-43

8. Skirts must be no shorter than 2 inches above the knee.
9. Students may not wear tank tops, muscle shirts or spaghetti strap tops.
10. Bike shorts, leotards or leggings/jeggings may not be worn unless covered by skirts, tops, or shorts. The skirts, tops or shorts must be no shorter than 2 inches above the knee.
11. Long coats, "dusters" or trench coats may not be worn.
12. Any garment, lack of garment or design of garment that is too short or too revealing shall not be worn.
13. No garment shall be worn that exposes the students' undergarments or skin inappropriately.
14. Pants with holes above the knee shall not be worn.
15. Boys may not wear earrings. Girls may wear earrings – either clip on or those designed for pierced ears. No student shall wear jewelry in any other pierced body part.
16. Students may wear shorts. Shorts must be no shorter than 2 inches above the knee.
17. Students may not wear pajama pants to school.
18. Students may not wear sweat pants or clothing that resembles sweat pants to school.
19. Students may not wear athletic type shorts.

Principals may allow dress code exceptions for "Spirit Days" or other special activities.

MAXIMUM SANCTIONS

First offense	Suspension
Second offense	Suspension for up to 9 days
Third offense	Suspension with recommendation for Alternative School placement

EARLY DISMISSAL

School officials use reasonable caution when dismissing students. However, the school cannot assume responsibility for students or others who misrepresent themselves as parents or guardians to obtain early dismissal. Students found guilty of such misrepresentation shall be considered truant. **SIGNING OUT DOES NOT GIVE STUDENTS PERMISSION TO LEAVE SCHOOL EARLY. THE PRINCIPAL MUST SIGN THE SIGN OUT FORM INDICATING HIS/HER PERMISSION TO LEAVE SCHOOL EARLY. STUDENTS WHO FAIL TO GET PERMISSION FROM THE PRINCIPAL ARE CONSIDERED TRUANT.**

STUDENTS WHO CHECK OUT EARLY MUST LEAVE THE SCHOOL CAMPUS. ANY STUDENT WISHING TO RETURN DURING THE DAY MUST HAVE ADVANCE PERMISSION FROM THE PRINCIPAL.

Occasional:

The administration recognizes that students will occasionally have appointments or emergencies that require early dismissal. However, no student shall leave school before 3:00 p.m. without permission from the principal and the parent or guardian. Early dismissal on an emergency basis will be allowed.

PARENTS MUST CONTACT THE SCHOOL TO CHECK OUT STUDENTS WHO LEAVE EARLY. PARENTS MAY COME TO THE OFFICE, PHONE THE OFFICE OR SEND A NOTE TO CHECK OUT STUDENTS WHO LEAVE EARLY. NOTES FROM HOME MUST INCLUDE A PARENT'S PHONE NUMBER SO THAT THE NOTE CAN BE VERIFIED PRIOR TO THE STUDENT'S DISMISSAL.

Students who miss more than 15 minutes of class time will be considered absent for that period. Early dismissal for any reason other than what constitutes an excused absence shall be considered an unexcused absence and a zero will be given for class work missed during that time.

Students, who are dismissed early, for any reason, do not have Perfect Attendance.

Early dismissal on a daily basis for work purposes will be allowed for seniors and students in the MCE Program. The School Board must approve all early dismissals for work purposes. Appropriate forms may be obtained in the Attendance Center Principal's office. Early dismissal work permits will be revoked in the event the student has one or more failing grades at the end of a nine-week grading period or when the student abuses the privilege of leaving school early.

NOTICE: Once students have boarded the bus, they will not be allowed to get off the bus to ride with other students or adults. Only those students who have been checked out through the principals' office will be allowed to get off the bus.

EXAMINATIONS

Examinations will be given in each class at the end of each grading period. End of course exams will be comprehensive and will be given in all classes. Examinations will be given as scheduled by the school administration.

EXEMPTIONS

Grades 7-12

1st, 2nd, and 3rd Nine Weeks -
No exemptions

End of Course

- 1) Seniors who have a course average of 90 or higher.

- 2) Students in other grades who have a course average of 95 or higher.
- 3) Students who have perfect attendance for the **entire** course and an end of course average of at least 70.

Students who are exempt for good grades must attend school every day for the week prior to the exam. Students who are exempt for grades that miss a day during the week prior to the exam must present a doctor's excuse to retain their exempt status.

Students who are exempt for Perfect Attendance must be in school every day prior to exams. **PLEASE NOTE: Perfect Attendance means perfect.** Students who have tardies, early dismissals, absences or who have served in In-School Suspension do not have Perfect Attendance.

Exempt students may choose to attend school and take their exams in an effort to improve their grade. Exam grades for exempt students shall not count against the student. Exam grades for exempt students shall be used only if they improve the student's grade.

EXTRA-CURRICULAR ACTIVITIES

Participation in extra-curricular activities is a privilege offered to the students. In order for students to take advantage of these opportunities, the student must meet certain qualifications and abide by the rules and regulations governing conduct and attendance.

1. Students must meet academic requirements set forth by the MS High School Activities Association. Students may only use summer school/credit recovery one time in order to regain eligibility.
2. Students serving Out of School Suspension or in the Alternative School for disciplinary purposes shall not participate in extra-curricular activities during the period of suspension or Alternative School placement.
3. Students must be in school the entire day of an activity in order to participate in that activity. The principal may make exceptions for students who have extenuating circumstances.
4. Students failing any class because of excessive absences shall not participate in extra-curricular activities.
5. The privilege of participation may be revoked by the administration in cases of continued misconduct.

FUND RAISING

All fund raising activities must have a specific goal. General, non-specific, fund raising activities are prohibited. The Principal and the Superintendent must approve activities designed to raise money for any school organization. The group sponsor shall turn in all money to the school bookkeeper. All required forms must be completed before and after the fund drive. No student shall solicit funds in the name of the school, or any school organization, without the permission of the Principal and the Superintendent.

GRADES AND GRADING SYSTEM – GRADES 7-12

All teachers teaching graded classes shall use the following grading scale.

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

A grade of Incomplete shall be recorded for any student who fails to complete all the requirements of a class. All courses taught in Smith County Schools have a list of course requirements that must be met in order to receive credit for that course. Students will not receive credit (a grade) for any course, regardless of other work, until all class requirements have been met. Students must complete all required class work and tests within two weeks of the end of the term in order to remove an Incomplete from their record. Incompletes not removed by that date shall become an F.

EXAMPLE: A student is required to do a book report that will count as a weekly test grade in an English class. If the student decides not to do the required book report and takes a 0 for the book report grade, he or she will receive an Incomplete for the class EVEN THOUGH the student may have a passing average. Because all class requirements were not met, the student would receive an Incomplete for the nine-week term. The Incomplete would become an F if an acceptable book report was not turned in within two weeks of the end of the grading period.

All work not turned in by the due date will receive a grade of 0. Even though the student receives a 0 on the work, he or she must turn in the work to complete the requirements of the course.

GRADE AVERAGES

The following percentages will be assigned to determine the course average prior to taking the Nine Weeks Exam:

	Tests – 75%	Daily – 15%	Homework – 10%		
EXAMPLE:	Test Average -	80	(multiply by 75%)	=	60.0
	Daily Average -	86	(multiply by 15%)	=	12.9
	Homework Average -	89	(multiply by 10%)	=	8.9
					<hr/>
	Course Average Prior to Nine Weeks Exam			=	81.8 or 82

The Nine Weeks Exam will count as 25 % of the Final Nine Weeks Grade.

The Final Nine Weeks Grade will be calculated by combining the course average with the Nine Weeks Exam grade.

EXAMPLE:	Course Average	82	82	(The Course Average is listed
			82	3 times because it is 75% of
			82	the final grade.)
	Exam	77	77	
			<hr/>	
			323	

323 divided by 4 = 80.5 or 81 for the Final Nine Week Average.

*On all final grades, decimals of 0.5 or higher will be rounded up to the next highest number.

GRADUATION REQUIREMENTS

I. Carnegie Unit Requirement

All students who graduate from an accredited MS High School are required to fulfill the requirements of both the state of Mississippi and the Smith County School District. Smith County Schools require graduates to earn the number of units listed below.

Specific course requirements are detailed on the pages that follow.

2017-2018 Classification	Graduation Year	Traditional	Career Pathway
9th	2021	26	NA
10th	2020	26	21
11th	2019	26	21
12th	2018	26	21

II. Subject Area Tests Requirement

In addition to taking specific courses and earning the required number of Carnegie units, students must also take Subject Area Tests in U. S. History from 1877, English II (with a writing component), Biology I and Algebra I. Students must also meet one of the following options:

- Pass the applicable end-of-course Subject Area Test
- Use the end-of-course Subject Area Test score with the overall course grade
- Obtain a score of 17 or higher in the specific subject area on the ACT.
- Earn a C or higher in an entry level, credit-bearing dual enrollment/dual credit /college credit course.

The student who fails to meet any graduation requirement listed above is not permitted to participate in the graduation exercises. (MS Public Schools Accountability Standards, 2012, standard # 20.4)

In an effort to prevent any misunderstanding about who can and cannot participate in graduation exercises, parents and their senior students will be asked to acknowledge, in writing, remaining graduation requirements in August of the student's senior year. Counselors will contact parents to set up appointments for parents to come in and sign the list of remaining requirements.

COURSES REQUIRED FOR GRADUATION

Both the state of Mississippi and the Smith County School District require specific courses for high school graduation. In addition to those specific courses, electives must also be completed to equal the total number of units required for graduation. Students must meet with their high school counselor to be sure that all requirements have been met. Electives should be verified by the counselors to insure that they meet the requirements.

Any student who completes the minimum graduation requirements* as specified below and has achieved a passing score on each of the required high school exit examinations** is eligible to receive a high school diploma. The local school district may establish additional local requirements as approved by the local school board as authorized under MS Code 37-16-7.

* completes the minimum graduation requirements – must pass the required courses and electives as specified

** required high school exit examinations – see pg. 25 for state testing requirements

Students failing to meet any of the above requirements will not be allowed to participate in graduation exercises.

SENIORS OF SCHOOL YEAR 2011-2012 AND LATER TRADITIONAL PATHWAY OPTION

CURRICULUM AREA	UNITS	REQUIRED SUBJECTS
ENGLISH	4	ENGLISH I ENGLISH II ENGLISH III ENGLISH IV
MATHEMATICS	4*	Algebra I and at least two courses higher than Alg. I
SCIENCE	4*	Biology I – 1 unit must be lab based
SOCIAL STUDIES	4*	1 WORLD HISTORY ½ MS STUDIES 1 U.S. HISTORY ½ U.S. GOVERNMENT ½ ECONOMICS** ½ GEOGRAPHY
HEALTH AND PHYSICAL EDUCATION	1*	½ Comprehensive Health or Family and Individual Health ½ Physical Education
BUSINESS AND TECHNOLOGY	1	Computer Discovery or ½ KEYBOARDING ½ COMPUTER APPLICATION
THE ARTS	1	Any approved 500.000 course or completion of the 2-course sequence for Computer Graphics Technology I and II
ELECTIVES	As needed for graduation	
TOTAL REQUIRED	26 – Seniors of School Year 2015-2016 and later	

* Students must work with their high school counselor to know which courses meet the requirements for each content area and that all requirements are met.

**Marketing, offered at the SCSO Career Center will substitute for economics.

CAREER PATHWAY OPTION**

CURRICULUM AREA	UNITS	REQUIRED SUBJECTS
ENGLISH	4*	ENGLISH I, ENGLISH II
MATH	3*	ALGEBRA 1
SCIENCE	3*	BIOLOGY
SOCIAL STUDIES	3*	1 US HISTORY ½ US GOVERNMENT ½ MS STUDIES
HEALTH/PE	½	½ COMP HEALTH, ½ FAMILY AND IND HEALTH, OR ½ PHYSICAL EDUCATION
INTEGRATED TECHNOLOGY	1	COMPTUER DISCOVERY, ICT II, 9 TH STEM, OR COMPUTER APPLICATIONS AND KEYBOARDING
CAREER AND TECHNICAL EDUCATION	4	FROM STUDENT'S PROGRAM OF STUDY
ELECTIVES	2 ½ FROM STUDENT'S PROGRAM OF STUDY	

TOTAL REQUIRED	21
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* Students must work with their high school counselor to know which courses meet the requirements for each content area and that all requirements are met.

**The Career Pathway option is available to only those students who entered 9th grade before or during the 2016-2017 school year.

MISSISSIPPI SCHOLARS

To qualify to be recognized as a Mississippi Scholar, students must meet the following requirements.

CURRICULUM AREA	UNITS	REQUIRED SUBJECTS
ENGLISH	4	ENGLISH I ENGLISH II ENGLISH III ENGLISH IV
MATHEMATICS	4*	Algebra I, Geometry, Algebra II and one unit from an advanced level mathematics course
SCIENCE	4*	Biology I, Chemistry, and any two Carnegie units of comparable rigor and content (Physics preferred). Additionally, one Carnegie unit may come from a CTE.
SOCIAL STUDIES	4	1 WORLD HISTORY 1 U.S. HISTORY ½ U.S. GOVERNMENT ½ MS STUDIES ½ ECONOMICS ½ GEOGRAPHY
ADVANCED ELECTIVES	2	Two Foreign Languages or one Foreign Language <u>and</u> a 5th Math or 5th Science of higher rigor
THE ARTS	1	A visual or performing arts course or completion of the 2-course sequence for Computer Graphics Technology I and II
ADDITIONAL REQUIREMENTS		<input type="checkbox"/> 40 Hours of Community or Volunteer Service during 4 years of high school <input type="checkbox"/> 18 ACT Composite Score (Overall Score) <input type="checkbox"/> 2.5 cumulative GPA <input type="checkbox"/> 3 Letters of recommendation (one each from the following – principal, guidance counselor, and business/community leader for students with more than 4 in-school suspensions) <input type="checkbox"/> 95 % School Attendance during 4 years of high school <input type="checkbox"/> No out-of-school suspensions

*A list of courses approved for MS Scholars credit can be obtained from the counselor.

NON-TRADITIONAL COURSEWORK

Students may take courses via the Internet, Distance Learning, the local junior colleges, correspondence or summer school. These courses offer students a greater variety of course offerings and allow students the opportunity to make up failed courses. These courses shall:

- Have prior approval, in writing, from the local school principal
- Be offered by the MS Department of Education or an accredited high school or university
- Be paid for by the student (if there is a fee)
- Be completed with grades on file with the principal prior to graduation
- Not exceed one per year unless there are extenuating circumstances

- SATP Courses (Algebra I, Biology, English II, and US History) may not be taken in summer school or via Distance Learning. The only exception would be if a student has already passed the state test for the given subject.
- Students taking a summer school class to replace a failed course must have had at least a grade of 60 to be eligible for credit recovery.

Courses may not be taken via Distance Learning and the Internet if they are offered at the student’s home school. When approved, non-traditional courses are taken the grades will be used just like grades from local school coursework. Those grades will be used to calculate honors and students may elect to use those grades in competition for highest honors when selecting four highest math, science and social studies grades.

Summer school courses are limited to one (1) per summer and a maximum of four (4) may be counted for graduation. A maximum of one (1) unit may be earned through correspondence and counted for graduation.

GRADE POINT AVERAGES (GPA)

- After final grades have been reported, all graduates will have their Grade Point Average (GPA) calculated and recorded on their cumulative record.
- Grades for all classes for credit will be averaged using final grades for the course
- If a student repeats a subject, the higher grade will be used.
- End of course grades will be used to compute the overall GPA after graduation.

*****EXAMPLE*****

COURSE	# UNITS	GRADE	# POINTS																
English I	1	B	3	<div style="text-align: center;">Four Point Grading Scale Used for computing Grade Point Averages</div> <table style="margin-left: auto; margin-right: auto; border: none;"> <tr><td>90-100</td><td>A</td><td>4 points</td></tr> <tr><td>80-89</td><td>B</td><td>3 points</td></tr> <tr><td>70-79</td><td>C</td><td>2 points</td></tr> <tr><td>65-69</td><td>D</td><td>1 point</td></tr> <tr><td>Below 65</td><td>F</td><td>0 points</td></tr> </table> <p style="font-size: small; margin-top: 10px;">*Note: The above scale took effect for the 16-17 school year. School Years 13-14, 14-15 & 15-16 will use 95-100 A, 85-94 B, 75-84 C, 70-74 D, Below 70 F.</p> <hr style="border: 1px solid black; margin: 10px 0;"/> <p style="font-size: small; margin-top: 10px;">To compute the GPA, divide the number of points earned by the number of Carnegie units earned. In this example, divide 82 points by 24 units and you will get a GPA of 3.41</p> <hr style="border: 1px solid black; margin: 10px 0;"/> <p style="font-size: small; margin-top: 10px;">NOTE: The example at the left is for demonstrating GPA calculations and is not to be used as a student’s guide to course selection.</p>	90-100	A	4 points	80-89	B	3 points	70-79	C	2 points	65-69	D	1 point	Below 65	F	0 points
90-100	A	4 points																	
80-89	B	3 points																	
70-79	C	2 points																	
65-69	D	1 point																	
Below 65	F	0 points																	
Pre-Algebra	1	C	2																
Biology	0	F	0																
MS Studies	0.5	A	2 (0.5X4)																
PE	0.5	A	2																
AG Science	1	B	3																
Geography	1	A	4																
English II	1	B	3																
Algebra I	1	B	3																
Biology	1	C	2																
Adv. Geog.	1	A	4																
Keyboarding	0.5	B	1.5																
Computer	0.5	B	1.5																
PE	1	A	4																
English III	1	A	4																
Geometry	1	B	3																
French	1	B	3																
Carpentry I	2.5	A	10 (2.5x4)																
PE	1	A	4																
English IV	1	B	3																
US Govt.	0.5	A	2																
Chemistry	1	C	2																
Carpentry II	2.5	A	10																
PE	1	A	4																
Health	0.5	A	2																
TOTALS	24		82 points																

ADVANCED AND COLLEGE PREPARATORY CLASSES

Some classes, because of the level of difficulty of the class, are considered advanced or college preparatory in nature. Students are encouraged to take advantage of these class offerings as they

prepare for college coursework and college entrance exams. Classes considered advanced or college preparatory are:

Advanced Algebra	Physics	AP Biology	Trigonometry	Chemistry I
AP History	Pre-Calculus	AP Chemistry	AP English Language	
Probability and Statistics	Allied Health	AP English Literature	AP Calculus	
Anatomy and Physiology	Honors English I	Honors English II		

Effective with classes taken during school year 2010-2011 and thereafter, final grades for the classes listed above will be multiplied by 1.05 to determine the student's grade. That grade will be used to calculate Grade Point Averages, honors and class ranking. Grades earned in advanced classes taken prior to the 2010-2011 school year will not be changed.

HONOR GRADUATES

To be an Honor Graduate, a student must have an overall Grade Point Average (GPA) of 3.25 or higher for all academic work in grades 9-12. Students graduating with a GPA of 3.5 or higher will be designated as graduating with highest honors. The guidelines listed below will be used to calculate Grade Point Averages. ALL academic grades will be averaged using the four-point scale. Grades issued in non-academic subjects such as PE, cheerleader, or drivers' education will not be used to compute Grade Point Averages for Honor Graduates. One grade from the Visual and Performing Arts category will be used.

- ☐ If a student repeats a subject, the first grade will be used to compute honors.
- ☐ Semester average grades will be used to compute the Grade Point Average.
- ☐ Grade Point Averages will be calculated at the end of the third nine-week grading period to determine Honor Graduates.

VALEDICTORIAN, SALUTATORIAN AND HISTORIAN

- ☐ To be eligible for Valedictorian, Salutatorian or Historian, the student must be classified as a senior at the beginning of the school year and must have been enrolled in his/her respective school by the beginning of their Junior year. For any transfer student to be eligible for Valedictorian, Salutatorian or Historian honors, they must have attended an accredited public school during their freshmen and sophomore year. Any Smith County School District student who attends the MS School for Math and Science or the MS School for the Arts during their Junior year and returns to their home school for their senior year will be eligible for Valedictorian, Salutatorian or Historian honors.
- ☐ Numerical averages will be calculated at the end of the 3rd 9-week grading period. The students having the three highest averages will be named Valedictorian, Salutatorian and Historian.
- ☐ The courses used to compute the Numerical Averages for Valedictorian and Salutatorian and Historian honors and class ranking for academic scholarships are:

ENGLISH: 1, 11, 111, IV - students must take all four. Students competing for Valedictorian, Salutatorian or Historian honors must take AP English or Dual Credit English Comp if offered at their home school.

AP English/ English Comp are not required for students seeking academic scholarships.

MATH: Algebra 1, Algebra 11, Geometry, Advanced Algebra, Trigonometry, College Algebra, and AP Calculus. Graduates must earn at least four Carnegie units from the math classes listed. The highest grades from a total of four Carnegie units of math classes will be used.

SCIENCE: Biology I, Chemistry I, Biology II, AP Chemistry, AP Biology, Physics, Anatomy and Physiology, and Allied Health. Graduates must take at least four of the courses listed. The four highest grades will be used.

SOCIAL STUDIES: U. S. History (or AP US History), U. S. Government, MS Studies and World History. Students must take all four courses listed and all four grades will be used to compute honors. Dual Credit Western Civilization could be used a replacement for World History.

- All course work required for highest honors must be taken at the student's home school. Courses not offered at the student's home school may, with permission of the principal, be taken at other district schools.

HALL OF FAME GRADUATES

Each high school faculty shall select graduating seniors for inclusion in the Hall of Fame. These students shall be selected on the basis of academic performance, leadership ability, participation in extra-curricular activities, character, and other qualities. The valedictorian, salutatorian and historian shall be included in the Hall of Fame on the basis of their academic performance.

ELECTED HONORS

Student body elections will be held in each high school each year. These elections will determine class officers, Student Council members, Mr. and Miss High School and other Who's Who honors.

Students who run for Mr. and Miss High School must have an overall average of 75 or above for the previous year's class work. Candidates for Mr. and Miss High School will be nominated by the faculty and elected by the student body. Students who fail to meet the qualifications of an elected office or honor after being elected may be required to resign that office or honor. A second election will be held to fill the vacancy.

Students who run for Class Officer or Student Council member must have an overall average of 75 or above for the previous year's class work and not have been suspended out of school for disciplinary reasons. There are no eligibility requirements for other Who's Who honors and the student body will nominate students who compete for those honors.

MEDICAL CARE AND MEDICATION

Students who become ill while in school should report to the office to insure that proper care and attention are given. The school will not provide medication. The school will, however, cooperate with students who need to take medication while at school. Parents are asked to follow these guidelines:

1. All medication shall be kept in the office.
2. A letter from the student's physician or accurate instructions on the container shall accompany all medication.
3. Parents shall complete a medication authorization form before any medication is administered.

PERFECT ATTENDANCE

All students are encouraged to be in class each day and to be on time for those classes. In an effort to reward those students in grades 7-12 who maintain a record of Perfect Attendance during a grading period the following rewards shall be offered:

All Grading Periods..... Drop lowest weekly test grade for the grading period
(Applies to all students with Perfect Attendance)

Perfect Attendance rewards are awarded on a class by class basis. Students may have Perfect Attendance in one class and not in others. Parents and students are asked to remember that Perfect Attendance means "perfect". The student who is rewarded for Perfect Attendance must have been in school all day every day. To qualify for Perfect Attendance rewards the student must:

1. Have no absences, either excused or unexcused, unless he/she is attending a school-sponsored activity
2. Have no unexcused tardies
3. Have no early dismissals
4. Have not served in In-School Suspension
5. In all cases, the decision of the principal shall be final.

Students who have Perfect Attendance for all classes for the entire year will receive a certificate.

PRINCIPALS' LIST AND HONOR ROLL

To be eligible for the Honor Roll, students must obtain the following grades in all academic subjects. These honors are awarded following each nine week grading period.

Principals' List 90-100 Honor Roll 80- 89

PROMOTION AND RETENTION

Grades 7 and 8

Students in grades 7 and 8 must be enrolled in at least four academic classes (Five when Reading is offered). Those classes are Reading, Language Arts, Math, Science and Social Studies.

Students must pass Reading, Language Arts, Math, Science and Social Studies to be promoted to the next grade. Students must also participate in the MDE statewide tests to be eligible for promotion. Students may not repeat a grade for the purpose of participating in extracurricular activities. In all cases the principal will make the final decision regarding promotion and retention.

REPORT CARDS AND PROGRESS REPORTS

Report cards and progress reports are issued to each student each nine weeks. Parents and/or guardians must sign the grade reports and return them to the teacher. Parents and/or guardians who are not getting grade reports from their child should contact the guidance counselor or the school principal. Every student will receive a progress report and a report card for each grading period regardless of their grade. Progress reports for students who are failing will be mailed to parents.

ACTIVE PARENT – Parents are encouraged to sign up for an Active Parent account. Active Parent allows parents to view all their child’s grades as soon as they are entered into the student data system. See the guidance counselor for more details.

Parents are encouraged to arrange after school conferences to discuss their child's progress with the teachers. The counselor will gladly schedule an appointment for a parent-teacher conference.

Report cards and progress reports will be issued on the dates listed. All Progress Reports and Report Cards issued to students in grades 7-12 must be signed and returned.

FIRST NINE WEEKS

Progress Report	September 7, 2017
Report Card	October 12, 2017

SECOND NINE WEEKS

Progress Report	November 9, 2017
Report Card	January 4, 2018

THIRD NINE WEEKS

Progress Report	February 8, 2018
Report Card	March 22, 2018

FOURTH NINE WEEKS

Progress Report	April 19, 2018
Report Card	Mailed

SCHOOL BUS REGULATIONS

Bus transportation to and from school is considered a privilege. For the sake of safety, the need for proper behavior on a school bus is essential. Students are expected to follow all rules and regulations concerning bus safety at all times. The principal will be responsible for disciplining students reported to him or her by the driver.

NOTICE: Once students have boarded the bus, they will not be allowed to get off the bus to ride with other students or adults. Only those students who have been checked out through the principals’ office will be allowed to get off the bus.

In accordance with House Bill #893, and the Pupil Transportation Guide published by the State Department of Education, students on school buses must observe the following rules:

PUPILS SHALL:

1. Be on time for the bus. Parents should be aware that pick up and delivery times may differ slightly from day to day.
2. Pass in front of the bus, to board or leave the bus
3. Wait until the bus comes to a complete stop before loading or unloading
4. Be quiet and orderly
5. Wait for a signal from the driver before crossing a street or road
6. Have a note from home approved by the principal before riding a bus other than the student's regular bus
7. Be seated correctly facing the front of the bus
8. Sit in their assigned seat

PUPILS SHALL NOT:

1. Play on the road while waiting for the bus
2. Put hands or heads out of windows
3. Ride outside of bus
4. Mar or deface the bus
5. Strike or threaten the driver
6. Throw objects inside the bus or out windows
7. Commit any other act of improper conduct or violate any other provision of student conduct contained in this handbook
8. Use profanity or obscene gestures toward students or the driver
9. Take balloons or balloon bouquets on the bus
10. Bring food or drinks on the bus

RECOMMENDED MAXIMUM SANCTIONS

First offense	Corporal punishment or bus suspension. Bus suspension may range from 3 days up to a calendar year depending upon the severity of the misconduct, and/or the number of times the student has been written up for bus misconduct.
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Smith County Schools' buses shall not leave the main road to pick up or deliver students who live within 200 yards of the main road with the following exceptions:

1. The child has a physical problem verified by a doctor
2. The weather is extremely bad (providing the road is passable for a bus)
3. Stopping on the main road would cause a safety hazard

SEARCHES

School authorities recognize each student's right to privacy. However, no person's right to privacy shall be allowed to endanger the health and safety of others. In order to maintain order in the schools and to protect the health, safety and welfare of students and school personnel, school authorities may search a student, student storage areas or student automobiles under the conditions described below.

Personal Searches

School authorities may search a student and/or the student's personal items, such as a purse, book bag, back pack, etc., when there is reasonable suspicion to believe that the student possesses any item which violates state law, violates School Board policy, or may be harmful to the school or

its students. Searches of the student's person by school authorities will be limited to a search of the contents of the student's pockets and any objects in the student's possession. Students may be asked to remove coats or jackets. Searches of a student's person that require the removal of clothing other than coats or jackets will be referred to and conducted by law enforcement officials.

Student Storage Areas

All lockers, desks, and similar storage areas provided for student use on school grounds are school property and are under the control of the school. Student use of these items is subject to the right of school authorities to open and inspect the contents any time there is reasonable suspicion that such areas contain items that are illegal or are prohibited by School Board policy. In addition, school authorities may, for any reason, conduct periodic general searches of lockers at any time without notice, without student consent, and without a search warrant.

Student Vehicles

Students are permitted to park on school premises as a matter of privilege, not of right. The school retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

TEACHER SUPPORT TEAMS

An intervention model, designed as directed by the Mississippi Department of Education, shall be in place in each school. That model shall be designed to meet the needs of every student. The model shall consist of three tiers of instruction which are:

Tier 1: Quality classroom instruction based on the MS College and Career Ready Standards

Tier 2: Focused supplemental instruction.

Tier 3: Intensive interventions specifically designed to meet the individual needs of students.

Teachers will monitor student progress to (a) determine if students are making adequate progress, (b) identify students as soon as they begin to fall behind, and (c) modify instruction early enough to ensure each and every student gains essential skills. Monitoring of student progress is an ongoing process that may be measured through informal classroom assessment, benchmark assessment instruments and large-scale assessments.

If strategies at Tiers I and II are unsuccessful, students must be referred to the Teacher Support Team. The TST is the problem solving unit responsible for interventions developed at Tier III.

STUDENT DRUG TESTING ATHLETES, CHEERLEADERS AND BAND MEMBERS

In order to support a wholesome school environment, in which there is abstinence from the use of illegal drugs. The purpose of the program is threefold:

- ☐ To provide for the health and safety of all students
- ☐ To undermine the efforts of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs
- ☐ To encourage students who use drugs to participate in treatment programs.

Student Athletes, Cheerleaders, and Band Members:

The Smith County School District will conduct a drug-testing program for all students participating in athletics, cheerleading, or band. All students participating in athletics or cheerleading will be tested prior to the beginning of their practice season and students will be tested at random throughout their sports career. Band members will not be tested prior to practice season, but will be subject to random testing throughout their band career.

Each student wishing to participate in any interscholastic athletics, cheerleading, or band and the student's custodial parent or guardian shall consent in writing to the district's drug testing program. The forms and a complete copy of the Student Drug Testing policy are available in the principal's office. Students shall not participate in these activities without participation in the Student Drug Testing Program. A refusal to take the test will be treated as a positive result.

- ☐ The school district shall pay for the test.
- ☐ When the initial test indicates the presence of illegal drugs, the same sample will be retested to verify the results.
- ☐ If the second test is negative, no further action will be taken. If the second test is positive, disciplinary action will be taken.

First Positive Test – 30 Day Suspension from Extra Curricular Activities

Second Positive Test – Suspension from Extra Curricular Activities for remainder of school year.

Third Positive Test – Permanent removal from Extra Curricular Activities for entire High School career.

STUDENT DRUG TESTING

ALL STUDENTS:

Students who are believed to be under the influence of illegal drugs or alcohol shall be disciplined. Students disciplined for violation of the district's drug or alcohol policy will be offered the opportunity to immediately submit to a drug/alcohol test. *This test will offer students the opportunity to prove that they are innocent of being under the influence of drugs or alcohol.* A refusal to submit to the drug/alcohol test will be treated as a positive result. Procedures for testing are:

- ☐ Parents are notified immediately and invited to accompany the student and school official(s) to the testing site.
- ☐ A school official and the parent or two school officials shall transport the student to the testing facility on a school bus.

- ☐ There shall be no lengthy delay from the time the parents are notified and the time the student is tested.
- ☐ A refusal to submit to testing, from either the student or his/her parent, shall be recorded in the student's discipline file. The student will then be disciplined under the conduct policy (see pg. 10-11).
- ☐ The school district shall pay for the test.
- ☐ Results of the test shall be released to the parents and school officials.
- ☐ When the initial test indicates the presence of illegal drugs or alcohol, the same sample will be retested to verify the results.
- ☐ If the second test is negative, no further action will be taken. If the second test is positive, disciplinary action will be taken. (see pg. 10-11)

TARDY POLICY

Students who are not in class when the tardy bell rings are considered tardy. All tardy students will be required to get an "Admit to Class" slip from the principal or his designee before they are allowed to enter the class.

TARDIES TO ALL CLASSES:

If a student receives more than a total (all classes combined) of three tardies in one semester, the student is subject to the following disciplinary actions:

- 4th Tardy - Corporal Punishment
- 5th Tardy - Parent Conference required prior to student returning to school
- 6th Tardy - Suspension
- 7th Tardy - School Attendance Officer will be notified

A student who has three tardies to the same class in one semester shall be assessed an unexcused absence.

STUDENT AWARDS

Those students who do outstanding work in various academic fields and in school activities will be recognized in special awards programs in the spring of each year. Academic awards will be presented only when there are students who merit them. The teachers who teach in that academic field will make the selection. Awards will be given to those students that have Perfect Attendance and to those who have a course average in all academic subjects that qualifies them for Honor Roll or Principal's List.

High school students who maintain an overall average of 93 or above for all academic work in grades 9, 10 and the first half of their 11th grade will be given an **academic award**.

Students will be notified of other awards, scholarships and competitions through special assemblies, bulletin board announcements and their high school counselors. All students are encouraged to participate in special activities that will recognize their outstanding work. Students accepting awards shall not be accompanied to the podium by friends or family members.

STUDENT INSURANCE

Any student who participates in any athletic activity, cheerleading, vocational or shop class or band shall be required to have proof of insurance, either Medicaid or personal health insurance, on file in the principal's office. School Day Insurance is sufficient for most activities. However, some activities are not covered by these policies so students/parents should check with coaches or the school principal prior to participation to be sure the policies offer adequate coverage. This information must be on file before the student will be allowed to participate in the above mentioned activities.

Each student will have the opportunity of taking group, or School Day, student accident insurance. The teachers will distribute forms. Parents desiring to take such insurance should complete the forms and return them with the proper fee to the principal's office.

STUDENT LOCKERS

Student lockers are the property of Smith County Schools and are provided for the student's convenience. School authorities have the right to inspect student lockers at any time. The school assumes no responsibility for student valuables left in lockers.

Each student is expected to keep his/her locker clean and neat both inside and outside. Damages to lockers caused by misuse will be the responsibility of the student. Any malfunction of the locker should be reported to the school office.

Students are encouraged to plan their day so that they do not have to visit their lockers before every class.

STUDENT SCHEDULES

All students in grades 9, 10, and 11 are required to be in a class or activity every period of the school day. Schedule choices should be made with that policy in mind.

Course selections are made in the spring of each year and schedules are made to accommodate these selections. If a problem arises in filling your request, another course will be substituted.

Senior students and their parents should carefully examine schedules to be sure that all courses required for graduation have been scheduled. Questions about courses and required coursework should be addressed to the high school counselor at the beginning of the school year.

Schedule changes must be made before the fifth class meeting. Classes may not be dropped without the prior consent of the high school principal. Any dropped class must be replaced with another class. Students may not drop classes in order to leave school early or arrive late. Students who wish to drop a Dual Credit course must follow the guidelines from both JCJC and the Smith County School District.

Dual Credit Course Policy

Students must meet the prerequisite requirements set forth by JCJC for enrollment in dual credit courses. Students will receive credit at their high school (1 Carnegie unit) and college credit through JCJC (3 semester hours). To ensure the Smith County students are receiving a quality and comprehensive education, dual credit classes will follow the guidelines listed below.

11th Grade Students

- Juniors shall not take Dual Credit English Comp. Juniors must take English 3 or AP English as offered at their local school.
- Juniors may take other elective Dual Credit classes. These classes may be taken during the school day.

12th Grade Students

- Seniors must select an English credit option from the list below.
 - Fall Semester: Comp I Spring Semester: Comp II
 - Fall Semester: Comp I Spring Semester: World Literature
 - Fall Semester: Comp I Spring Semester: English Department Elective
 - Fall Semester: Comp II* Spring Semester: English Department Elective
 - Fall Semester: English IV Spring Semester: English IV
 - Fall Semester: AP English 4 Spring Semester: AP English 4

*For students who took Comp I during the 2016-2017 school year

Additional Dual Credit Courses

Students may choose to enroll in additional dual credit courses in which they meet the requirements set by JCJC. Students may also choose to enroll in English Comp I and English Comp II in addition to taking the English course (regular or AP) offered at their school.

STUDENT VEHICLE POLICY

Driving on school roads and parking on school property is a courtesy offered to students by the School Board. Parking facilities located at the schools are not public parking areas and are to be used for school purposes only. School purposes include attendance at school or other school authorized activities. Traffic rules and regulations are established by the local school administration to promote the safety of all students on the school campuses. Failure to abide by prescribed safety regulations shall result in the denial of the privilege of bringing a vehicle on campus.

Students wishing to drive a car to school must obtain a parking permit from the principal's office. Students must have a valid driver's license and show proof of liability insurance to obtain a parking permit. The parking permit must be displayed in all cars parked on school campuses. Smith County Schools shall assume no responsibility for damages to vehicles parked on school property. Students are responsible for locking their cars as the school district shall assume no responsibility for any loss of property.

Students shall not sit in vehicles parked on school property. Students shall not return to their vehicle during the school day without written permission from the principal or his or her

designee. Students may not move their vehicles until they are leaving for the day. Any student with excessive absences and/or habitually late to school may have their driving privileges revoked.

Students shall not travel to Career Center in personal vehicles without permission of EITHER the home school principal OR the Vo-Tech Director. Students who have permission to travel in their personal vehicles must have permission to transport other students. Required forms are available in the Career Center office.

SUMMER SCHOOL OR EXTENDED YEAR

GRADES 7-12

Smith County Schools recognize that summer school is remedial in nature and will be offered only to those students who are repeating the courses and those who have scheduling problems. Students taking a summer school class to replace a failed course must have had at least a grade of 60 to be eligible for credit recovery. Scheduling problems must be verified in writing by the principal. A student must have the approval of the Attendance Center Principal before attending summer school. No student will be permitted to attend summer school for the purpose of early graduation.

Credit Recovery

1. Classes are offered for three hours per day for two weeks.
2. Students must devote of minimum of 30 hours of computer time.
3. Students are only eligible to enroll in one (1) Credit Recovery Class, unless otherwise authorized by the Smith County School District Superintendent of Education.
4. Subjects offered will be determined by student needs. Upper classmen will be given preference. Not all courses will be offered.
5. The highest grade a student can earn is 65.
6. A student with a grade lower than a 60 will not be allowed to retake the class during the summer during credit recovery. So as to not hinder a student that will be a senior and the class meets the requirements for graduation, then the grade of 60 can be waived.
7. English I will not be offered in Credit Recovery.
8. To be eligible for credit recovery in SATP courses Algebra I, Biology I, English II, and US History, the student must have made the minimum score of 60 in the course and have passed the state test. Students that meet the criteria will be notified in July.

Driver's Education

The district will offer Driver's Education as a summer school class. Information on that class offering may be obtained from the office of the principal at the end of the school year.

TELEPHONE USE

The office telephone is to be used by students only in the case of an emergency. Students may not use the office telephone for personal calls except in an emergency and with permission from the principal or his/her designee. All messages to students should be received in the school office before 2:00 p.m. to allow for timely delivery to the student. **Messages received after 2:00 p.m. may not reach the student before dismissal time.**

Students may not make cell phones calls during the school day.**TEXTBOOKS**

Textbooks are furnished to students by the school district at public expense; therefore, it is necessary that they be handled with care. Parents must assume full responsibility for books issued to their children and see that they are returned in good condition. Damage fees will be charged for any unnecessary wear or damage to textbooks. Damage fees will be charged as follows:

Damage	Fine
Writing/drawing/scribbling in book	\$1.00 per page
Excess wear/damage but still usable	10% of cost of the book
Cover of book damaged	25% of cost of the book
Spine damaged	25% of cost of the book
Water damaged but still usable	25% of cost of the book
Water damaged, not usable	Cost of the book
Pages missing, not usable	Cost of the book
Obscene writing or drawing on/in book	Cost of the book
Lost/non returned book	Cost of the book

VIDEO SURVEILLANCE

The School Board authorizes the use of surveillance cameras on district property and school buses. Cameras may be used in locations deemed appropriate by the administration.

VISITORS

For the security of your child it is necessary that school officials monitor all school visitors. All visitors must stop at the principal's office before going to a classroom or to visit students or school employees on the school campuses. Individuals without a proper visitor's pass will be asked to leave the school grounds immediately. Refusal may result in notification of law enforcement officials.

Students are not permitted to bring visitors into the classrooms.

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**SMITH COUNTY SCHOOL DISTRICT
2017-2018 CALENDAR**

August 1-4, 2017	Teacher Inservice
August 7, 2017	Students' First Day
September 4, 2017	Labor Day Holiday
September 7, 2017	Progress Reports Issued
October 5 and 6, 2017	First Term Exams
October 12, 2017	Teacher Inservice – Student Holiday
October 16, 2017	Report Cards Issued
November 9, 2017	Progress Reports Issued
November 20-24, 2017	Thanksgiving Holidays
December 14-15, 2017	Second Term Exams
December 21-29, 2017	Christmas Holidays
January 1, 2018	New Years' Day Holiday
January 8, 2018	Teachers and Students Return
January 11, 2018	Report Cards Issued
January 15, 2018	Martin Luther King, Jr. Day Holiday
February 8, 2018	Progress Reports Issued
March 8-9, 2018	Third Term Exams
March 12-16, 2018	Spring Holidays
March 30, 2018	Good Friday Holiday
April 2, 2018	Easter Holiday
April 19, 2018	Progress Reports Issued
May 18, 21, and 22, 2018	Fourth Term Exams
May 23, 2018	Students' Last Day

2017-2018 SCSD High School Handbook Changes

Page #	Change/new wording
1	Board member names and positions
3	Added paragraph about transfer students from non-accredited schools to section “Enrollment for Transfer Students” to cover home school students
4	Deleted “Students who have more...course”
4	Deleted Marvia Roberson’s name
10	Added sentence saying athletes, cheerleaders and band members found in violation of drug policy will face additional sanctions. Changes alternative school placement for a year to “for up to a year”.
14	Harassment, Intimidation, Threats or Bullying... Added “Procedures for reporting bullying are posted in each school.”
16	Cell phone policy New policy allowing students to use cell phones/other electronic devices for texting during NON-CLASS times. Please read entire policy as there are several changes.
22	Parents may check out students via phone, note or office visit. Notes must contain a parent’s phone number so that they may be verified.
25	Updated years
29	MS Scholars – Advanced Electives Changed 2 Foreign Lang OR 5 th Math or Science to 1 Foreign Language AND a 5 th Math or 5 th Science
32	Changed dates
35	Student Drug Testing – added “failure or refusal to test will be treated as positive results
36	7 th tardy reported to Attendance Officer
38	Added: schedule changes must be made before the fifth class meeting. Dropped classes must be replaced with another class.
38	Dual Credit: Juniors take English 3 as offered at their home school. May take other Dual Credit classes. Seniors have options for completing English requirements.

