

YAZOO COUNTY SCHOOL DISTRICT

“Creating Next Generation Leaders”



STUDENT-PARENT HANDBOOK 2022-2023

BOARD APPROVED
08.02.2022
YAZOO COUNTY SCHOOLS

WELCOME BACK STUDENTS TO THE 2022-2023 SCHOOL YEAR! GREAT THINGS AWAIT YOU!

Parents, Students and Community Members of YCSD—

I hope you have enjoyed time this summer to **rest, relax, recharge, and rejuvenate**. The YCSD faculty, staff and administration has missed our day-to-day interactions with our most coveted clients – our **STUDENTS!** We have some new faces in our family here and many familiar faces returning, and we are all focused on making this year in the Yazoo County School District, the best it can be. Always remember that **YOU MATTER!** You are important to us!

With that being said, another school year is here upon us! I cannot overstate how excited I am that we are kicking off the 2022-23 school year. We are going to be greater this year than ever before! This year, we return ready for new challenges, new goals, and new success stories that are all awaiting you!

This year will be one like no other...which is the case each year. The world is in a constant state of change, but YCSD is your home -- your place that you can find safety to grow, mature, and prepare for an incredible future. Our YCSD family strives to create an environment of security and safety for all of our students, where one's mind is stimulated to grow and expand, where you, as a student of the YCSD, can enjoy a wide array of learning and extra-curricular experiences and finally, an institution where you can make lifelong friendships and memories.

In YCSD, we believe that every decision we make is focused on our students, and that every team member cares for each and every student we serve. Additionally, it is of utmost priority, that our students be safe and nurtured and that ultimately, we must prepare our students for the ever-changing future that awaits.

To our students, know that **YOU** are **WHY** we do what we do every day! The YCSD educational family is here because we care about you. To our parents, you are vitally important in the success of your child. It is our goal to work shoulder-to-shoulder with you in providing for your student every day – educationally and emotionally – in an effort to approach his/her success holistically.

To all other vital stakeholders of the YCSD, our task is undeniably **a team effort** that affects our entire community. Too many times, people feel that they do not have a stake, in the educational process, if they do not have children or grandchildren here.... this is simply not true! We all are affected by the success our students enjoy. Our students are our future. No matter where each of them travel in life's journey, they will always be connected to the Yazoo County community-at-large and the Yazoo County School .

I cannot wait to see you in the coming weeks here in the halls, classrooms, extra-curricular event venues and other common areas of our schools! I look forward to the opportunity of meeting all of you during this school year! This school year is filled with unlimited potential and we are ready to meet the challenges head on!

Ken Barron EdD

YCSD Superintendent of Schools

#NexGenLeaders

TABLE OF CONTENTS

Welcome Letter to the to Students and Parents of the YCSD	2
Table of Contents	3-8
Introduction	10
Equal Educational Opportunities	10
Title VII Introduction	10
Title IX Introduction	10
Free Appropriate Public Education	11
Equal Educational Opportunities and Notice of Non-Discrimination	12
Parent Responsibilities	13
Parent Expectations	13
Annual Comprehensive Needs Assessment(s)	13
Yazoo County School District Administration	14-15
School Principals' Contact Information	16-17
DISCLAIMER	18
Vision of the YCSD	19
Mission of the YCSD	19
Philosophy and Beliefs of the YCSD	19
Every Student Succeeds Act	19
Parental Engagement	19
Consent Upon Registration	19-20
2021-2022 YCSD Academic Calendar	21
2021-2022 State Assessment Calendar	22
General Operating Procedures	23
School Office Hours	23
Dismissals from Campus	23
Dismissal Precautions	23
Automobile Use	24
School Parking Regulations	24
Visitors to School Campuses	25
Parent Volunteer/ School Volunteers	25
Privacy of Student Records	25
Student Organization Fundraising	25
Lost or Stolen Property	25
Emergency Drills	25

Emergency Closings/Delayed Start	26
Transferring Records	26
Enrollment and Admissions Requirements and Procedures	26
Compulsory Attendance Ages	26
Admission Procedures	27
Entrance Age Requirements	27
Initial Enrollment	27
Residency Verification	28
Residency Requirements	28
Affidavit of Residency	28-29
Student Living with Adult Other Than Parent/Guardian	29
Transfer Students	29-30
Expelled Students Requesting Initial Enrollment	30
Transportation Liability	30
Attendance	31
Attendance Laws	31
Attendance Exemption Policy	31
Truancy	31-33
Compulsory School Attendance Referral Process Chart	34
Excuses	35
Make-Up Work	35
College and Military Days	35-36
Release Time for Students	36
Academics, Grading, and Assessment Systems	36
Grading System/Scale	36
Academic Course Changes	37
Specifics Regarding the Recording of Grades	37
Weighting of Grades in Kindergarten to 5 th Grade	37
Weighting of Grades in 6 th to 8 th Grade	38
Weighting of Grades in 9 th to 12 th Grade	38
Examples of “DAILY WORK” in the Appropriate Grade Levels	38
Examples of “TESTS/ASSESSMENTS” in the Appropriate Grade Levels	38
Calculating Term Grades	38
Calculating Final Grades	39
Grading Changes	39
Transfer Grades	40

Active Parent	40
Report Cards	40
Promotion and Retention of Students	40
Elementary School Promotion	40
Expected Performance Levels in Elementary School	41
High School Promotion	41
Lists of Distinction and Honor	41
Recognition of Student Accomplishments	41
Senior Awards – “Hall of Fame”	42
Class Rank and Quality Point Average	42
Procedure for Determining Class Rank and QPA	42
STAR Student and STAR Teacher Determination	42
Mississippi Scholars	42
State Mandated Assessments	43
Specific Information Regarding Each of the High School SATP Tests	43-45
Yazoo County School District Formative Assessments	45
Graduation	46
Graduation Policy	46
Early Graduation	46
Mississippi Diploma Options	47-49
Traditional Diploma Option	47
Alternate Diploma Option	47
Traditional Diploma Endorsement Option	48
Career and Technical Endorsement Option	48
Academic Endorsement	48
Distinguished Academic Endorsement	49
Certificate of Completion	49
Graduation Options for the Subject Area Testing program	50
Concordance Tables	51
Graduation	51
Participation in the Graduation Ceremony	51
Graduation Expenses	51
Curriculum Programs and Services	52
Credit Recovery	52
Dual Credit	52
School Counseling and SEL Services	52

“Specials” in the Elementary Setting	53
Abstinence Policy	54-55
District-Wide Positive Behavior Specialist	55
District-Wide Dyslexia Specialist	56
Career and Technical Program	56
Student Transportation	56
Request for Transcript	56
Student Insurance Program	57
Field Trips and Other Planned Activities Off Campus	57
Specialized Programs and Services	57
Gifted Education	58
Dyslexia Services	58
Multi-Tiered Systems of Support (MTSS)	58
Behavior Interventions and Support	59
Child Find	59
Special Education	59
Speech Language Services	59
Pre-Kindergarten Program and Services	59
Homeless Students	60
ELL (English Language Learners)	60
Migrant Students	60
Health Services	60
Medication	60
Allergies	60
Health Screening	61
Medical History	61
In-Halers and Epi-Pens	61
Head Lice	61
Scabies	62
Bed Bugs	62
First Aid and Medication	62
Child Abuse Policy	62
Student Conduct and Behavior/School Discipline	63
Student Restraint and Seclusion Policy	63-64
Student Restraint and Seclusion	63
Restraint	63

Seclusion	63
Administrative Procedures	64
Parental Notification	64
Student Bullying	65
Student Bullying Procedures	65
Level A Student Conduct	66-68
Upgrade A to Level B Student Conduct	69
Level B Student Conduct	69-72
Upgrade Level B to Level C Student Conduct	73
Level C Student Conduct	73-74
Upgrade Level C to Level D Student Conduct	75
Level D Student Conduct	75-77
Board Policy for Smoking and other Uses of Tobacco	78
Board Policy for Interrogations and other Searches	78
Discipline at the Career and Technical Center	78
Discipline at the Yazoo County District Success Center	79
Student Conduct Out-of-Town School Sponsored Activities	79
Use of Law Enforcement	79
Drug Use: Yazoo County Schools	79
Possession of Drugs or any Controlled Substances	79
Limitations of This Policy	80
Penalties	81
Dissemination of this Policy	81
Weapons on School Premises	81
Penalties for Violating this Policy	81
Student Detention and Suspension	82
Due Process	82
Complaints and Grievances	83
Anti-Harassment Policies – Title IX	84-86
YCSD Dress Code	86
General Regulations of the Dress Code	87
Violations of the Student Dress Code	88
General Information	88
Fee Policy	88
Financial Hardship Waiver Policy	89
Student Publications	89-90

Internet and Web Safety	91-93
Instructional Management and Digital Platforms	93
Distance Learning	93
Copyright Restrictions	93
Security	93-94
Google Apps for Education	94
Consequences of Violations	94
Board Policies	94
CIPA Policy Link	94
FERPA Policy Link	95
PPRA Policy Link	95
Child Nutrition	97
Child Nutrition for Students with Special Dietary Needs	97
Student Wellness	98
Appendix	98

INTRODUCTION:

The information presented in this manual including, The Student Code of Conduct, is deemed an extension of Board policy and will have the force and effect thereof. The Yazoo County Board of Education requires Yazoo County School District (YCSD) administrators, faculty members, students, and parents/guardians to adhere to and to comply with all Board approved policy. The Board Policy Manual is also available online at www.yazoo.k12.ms.us. Copies of particular policies will also be made available upon request.

EQUAL EDUCATIONAL OPPORTUNITIES:

It shall be the policy of the YCSD Board of Education that no student shall be denied the benefit of any education program or educational activity on the basis of race, color, national origin, age, sex, disability, limited English proficiency, immigrant status, migrant status, and/or homeless status. A free and appropriate education is available to all students with disabilities. It shall be the policy of the YCSD Board of Education that barriers to enrolling and retaining students with limited English proficiency, homeless status, migrant status, and/or immigrant status be removed, including but not limited to, the denial or delay of enrollment of such students due to lack of birth certificate, lack of school records or transcripts, lack of immunization or health records, lack of proof of residency, lack of transportation, guardianship, and/or custody requirements.

Notwithstanding the foregoing, the Board recognizes and confirms the importance and necessity of requiring certain enrollment related documentation. In the event students are enrolled without all required documentation, the Superintendent shall develop and implement administrative procedures to ensure and facilitate the supplemental provision of such documentation. All programs offered by the schools, within the school district, shall be open to all students in compliance with statutory and judicial requirements.

TITLE VII:

The Board does not discriminate on the basis of race, color, disability, creed, religion, sex, age, or national origin in its education programs or activities it operates.

All inquiries, questions, comments, concerns, or complaints regarding non-discrimination policies and noncompliance with Title VII of the Civil Rights Act of 1964 should be registered with **Terri Rhea PhD NBCT Assistant Superintendent of the Yazoo County School District 94 Panther Drive Yazoo City, MS 39194 662-746-4672 ext. 1024 or terri.rhea@yazoo.k12.ms.us** in accordance with the Board's general complaint and grievance policy and procedures – YCSD Board Policies (1) GAAA – Equal Opportunity Employment and (2) JAA – Equal Educational Opportunities.

TITLE IX:

The YCSD Board of Education does not discriminate on the basis of sex in the admission to or employment in its education programs or activities it operates. All inquiries, questions, or comments regarding Title IX concerns should be sent to: **Terri Rhea PhD NBCT Title IX Coordinator and Assistant Superintendent of the YCSD, 94 Panther Drive Yazoo City, MS 39194 662-746-4672 ext. 1024 or terri.rhea@yazoo.k12.ms.us**. In accordance with Board Policies GBR – Sexual Harassment and JB – Students Complaints of Sexual Discrimination/Harassment – Title IX, all complaints regarding sexual harassment should be filed and reviewed under the Board's student sexual harassment policy and procedures. All other complaints under Title IX will be filed and reviewed according to the Board's general complaint and grievance policy and procedures.

FREE APPROPRIATE PUBLIC EDUCATION:

The YCSD Board of Education guarantees the right to a free and appropriate education for all school-age persons regardless of disability. The school system will arrange and provide for a comprehensive evaluation for any student who is suspect of having a disability and of needing specifically designed educational accommodations, modifications, and/or related services.

Parents may contact the Office of Special Services, 662-746-4672 ext. 1022 or 662-746-4672 ext. 1023 for additional information and/or to discuss the process of requesting that their child be referred for a comprehensive evaluation. Any person having inquiries concerning the YCSD Board of Education's compliance with regulations concerning students or individuals with disabilities under the IDEA, Section 504, and/or the ADA should direct their concerns to the following individuals:

IDEA Concerns:

SPED and Student Services Director

Gloria Jamison

Gloria.jamison@yazoo.k12.ms.us

662-746-4672 ext. 1022

SPED Student Case Manager

Mary Catherine Andrews

Mary.andrews@yazoo.k12.ms.us

662-746-4672 ext. 1023

Section 504 Concerns:

SPED and Student Services Director

Gloria Jamison

Gloria.jamison@yazoo.k12.ms.us

662-746-4672 ext. 1022

ADA Concerns:

Specific School Site Administrator

YCSD Assistant Superintendent

Terri Rhea PhD NBCT

Terri.rhea@yazoo.k12.ms.us

662-746-4672 ext. 1024

**EQUAL EDUCATIONAL OPPORTUNITIES
AND NOTICE OF NONDISCRIMINATION:**

The Yazoo County School District grants equal educational opportunities to all qualified persons regardless of race, creed, color, sex, national origin, marital status, religion, or disability. It is the intent and desire of the Yazoo County Board of Trustees that equal educational opportunities be provided in any and all educational programs and activities. All inquiries regarding Yazoo County School District's nondiscrimination policies, requests for copies of grievance procedures, and filing of grievances should be submitted to the following person and/or his designee:

Dr. Ken Barron; Superintendent

94 Panther Drive

Yazoo City, MS 39194

Ken.barron@yazoo.k12.ms.us

LEGAL REFERENCE: MS Code 37-15-35; 1972 Educational Amendments, Title IX; 1964 Civil Rights Act, Title VI; 1973 Rehabilitation Act, Section 503 & 504; 45 CFR Part 84 and Part 86; Brown vs. Board of Education, 347 U. S. 483 (1954); Mississippi Public School Accountability Standards

PARENT RESPONSIBILITIES:

Parents/legal (court ordered and signed by the judge) custodians and guardians are responsible for his/her child's attendance and behavior and/or conduct in school. Under Mississippi Law, parents/guardians who fail to compel their child to regularly attend school or fail to compel their child to properly conduct himself/herself, as a student in accordance with the YCSD Board of Education approved written policy on school behavior, adopted by the YCSD Board of Education, shall be dealt with accordingly.

Parents/legal custodians and/or guardians are required to read, discuss, and share with their child/student the contents of the 2022-2023 Yazoo County School District's Parent and Student Handbook. The parent/legal custodian and guardian shall confirm that they have read the handbook during the online registration process.

PARENTAL EXPECTATIONS:

As a parent is a child's first teacher, parents should obey local, state, and national laws and should hold him/herself to high ethical and moral standards. Parents should be supportive of the local YCSD Board of Education and its employees who act in the public trust. This support should involve participation in the provision and maintenance of a high quality instructional atmosphere in each of the respective four schools in the YCSD. The FY23 YCSD Student and Parent Handbook recognizes the significance of parental support in quality education, and parents should constantly strive to maintain communication and cooperation between himself/herself and the personnel of the school system in all matters that affect the success of each and every student. By these aforementioned examples of parental support, although not inclusive, serve to represent actions of a parent who demonstrates a respectful attitude and appreciation toward the need for education in today's society for each and every student in becoming a ***"Next Generation Leader!"***

ANNUAL COMPREHENSIVE NEEDS ASSESSMENT(S):

The Yazoo County School District conducts individual needs assessments throughout the year – predominantly in the form of surveys. The purpose, of these assessments and surveys, allows all stakeholders the opportunity to give feedback concerning the effectiveness of our schools, revisions that might need to be put in place, and complete changes, for improvement, in some form and/or facet of the educational process for the students of the YCSD.

**YAZOO COUNTY SCHOOL DISTRICT
DISTRICT AND SCHOOL
ADMINISTRATION**

YAZOO COUNTY BOARD OF EDUCATION

Greg Moseley; Board President District Four
Millicent Ledbetter; Board Secretary District Two
Patsy Burrough; Board Member District Three
Chastity Magyar PhD; Board Member District One
Wayne Allen; Board Member District Five

SUPERINTENDENT OF EDUCATION

Ken Barron EdD

ken.barron@yazoo.k12.ms.us
662-746-4672 ext. 1015

ASSISTANT SUPERINTENDENT

Terri Rhea PhD NBCT

Terri.rhea@yazoo.k12.ms.us
662-746-4672 ext. 1024

CHIEF FINANCIAL OFFICER

Lisa Worthy

Lisa.worthy@yazoo.k12.ms.us
662-746-4672 ext. 1099

FEDERAL PROGRAMS DIRECTOR

Kim Newton

Kim.newton@yazoo.k12.ms.us
662-746-4672 ext. 1025

SPED and STUDENT SERVICES DIRECTOR

Gloria Jamison

Gloria.jamison@yazoo.k12.ms.us
662-746-4672 ext. 1022

SPED and STUDENTS SERVICES CASE MANAGER

Mary Catherine Andrews

Mary.andrews@yazoo.k12.ms.us
662-746-4672 ext.

ATHLETICS, TRANSPORTATION, AND SAFETY DIRECTOR

Joe Odum

Joe.odum@yazoo.k12.ms.us
662-746-4672 ext. 1210

YCSO CHIEF OF POLICE

Officer Cordney Williams

Cordney.williams@yazoo.k12.ms.us
662-746-4672 ext. 1023

TECHNOLOGY DIRECTOR

Sylvia Green

Sylvia.green@yazoo.k12.ms.us

662-746-4672 ext. 1027

DISTRICT-WIDE TECHNOLOGY ACADEMIC INTEGRATION SPECIALIST AND TECHNICIAN
GRADES PRE-KINDERGARTEN – 5th

Tyler Crawford

Tyler.crawford@yazoo.k12.ms.us

662-673-9191

DISTRICT-WIDE TECHNOLOGY ACADEMIC INTEGRATION SPECIALIST AND TECHNICIAN
GRADES 6th – 12th

Shivochie Dinkins PhD

Shivochie.dinkins@yazoo.k12.ms.us

(662) 746-1596

CHILD NUTRITION and EMPLOYEE WELLNESS COORDINATOR

Sade McGee

sade.mcgee@yazoo.k12.ms.us

662-746-4672 ext. 1021

EXECUTIVE ASSISTANT to the YCSD Board of EDUCATION and SUPERINTENDENT
MSIS DISTRICT CONTACT

Tracy Spencer

Tracy.spencer@yazoo.k12.ms.us

16th SECTION LAND COORDINATOR

Laurie McGee

Laurie.mcgee@yazoo.k12.ms.us

662-746-4672 ext. 1018

DISTRICT-WIDE POSITIVE BEHAVIOR SPECIALIST

Kayla Moriarty

Kayla.moriarty@yazoo.k12.ms.us

DISTRICT-WIDE DYSLEXIA SPECIALIST

(VACANT)

SCHOOL PRINCIPALS

Bentonia Gibbs Elementary School

Charlotte Scott Principal
charlotte.scott@yazoo.k12.ms.us

Andrea Edgecombe Assistant Principal
andrea.edgecombe@yazoo.k12.ms.us

10340 Mississippi 433
Bentonia, MS 39040
Phone: 662-755-2270
Fax: 662-755-9966

Linwood Elementary School

Shundria Shaffer PhD Principal
shundria.shaffer@yazoo.k12.ms.us

Cristin Ware Assistant Principal
cristin.ware@yazoo.k12.ms.us

3439 Vaughan Road
Vaughan, MS 39179
Phone: 662-673-9191
Fax: 662-673-9163

Yazoo County Middle School

Tracey Watts Principal
tracey.watts@yazoo.k12.ms.us

Frank Woods Assistant Principal
frank.woods@yazoo.k12.ms.us

116 Panther Drive
Yazoo City, MS 39194
Phone: 662-746-1596
Fax: 662-746-1616

Yazoo County High School

James Arrington Principal
james.arrington@yazoo.k12.ms.us

DeWayne Profit Assistant Principal
dewayne.profit@yazoo.k12.ms.us

191 Panther Drive
Yazoo City, MS 39194
Phone: 662- 746-1492
Fax: 662-746-1593

Yazoo County Success Center

Terrence White Principal
terrence.white@yazoo.k12.ms.us

191 Panther Drive
Yazoo City, MS 39194
Phone: 662- 746-1492
Fax: 662-746-1593

Yazoo County Juvenile Detention Center

Terrence White Coordinator
terrence.white@yazoo.k12.ms.us

217 S Washington St.
Yazoo City, MS 39194
Phone: (662) 746-0019

DISCLAIMER:

This Handbook and Student Code of Conduct is not intended to, nor does it contain all rules, policies, procedures, and/or regulations that relate to the students of the Yazoo County School District. Every effort has been made to provide parents and students with complete and accurate information. However, the Yazoo County School District Board of Education reserves the right to change program requirements, and to modify, amend, or revoke any rules, regulations, and schedules both academic and financial. For students or parents having difficulty reading and understanding information in this document, consider one of the following options: Contact your student's school office for help or contact your school counselor and schedule an appointment time for guidance.

VISION OF THE YAZOO COUNTY DISTRICT:

It is the vision of the Yazoo County School District to create “Next Generation Leaders.”

OUR MISSION:

Yazoo County School District exists to create next generation leaders who pursue purposeful, productive lives.

PHILOSOPHY AND BELIEFS OF THE YAZOO COUNTY SCHOOL DISTRICT:

The Yazoo County School District Community, Faculty, Staff and Students believe the following:

- High quality, committed, and passionate teachers who embrace diversity are essential for student success;
- Change is inevitable, and we must adapt to meet the evolving needs of our students and community;
- The success of each and every student requires nurturing the needs of the whole child;
- Positive relationships yield success;
- Shared beliefs and norms create an internally cohesive environment; and
- A safe, secure environment is foundational to learning.

EVERY STUDENT SUCCEEDS ACT:

In 2015, Congress passed Every Student Succeeds Act (ESSA), a reauthorization of the Elementary and Secondary Education Act of 1965. The federal education law has historically primarily focused on disadvantaged students. ESSA replaced No Child Left Behind (NCLB).

PARENTAL ENGAGEMENT:

As a parent of a child/children in the Yazoo County School District, you are entitled to the following:

- Parents may request information on teacher qualifications at any time;
- If it becomes necessary for a school to hire a teacher who is **NOT** highly qualified, and a parent has a child who is being taught by this teacher, the district must let the parent know this within a four-week period; and
- At least 1% of Title I funds will be used for parental engagement.

CONSENT UPON REGISTRATION:

By the registration of your child (children) or any student in the Yazoo County School District, all parents, legal guardians, and students do hereby consent to and agree to obey and follow rules and regulations contained in this handbook and such other oral and/or written directions of school administrators or teachers as may be necessary or desirable to carry out the orderly educational process of the school.

Furthermore, such parents, legal guardians, and students agree to abide by and follow all rules or school board policies of the Yazoo County School District.

Additionally, all parents, legal guardians, and students agree and are hereby informed that all students of the Yazoo County School District are subject to questioning or being taken into official custody while at school by any appropriately appointed law enforcement official or department of human services agent investigating an official case upon oral or written court order of the Yazoo County Youth Court, County Court, Circuit Court, or Chancery Court of the State of Mississippi.

2022-2023 Statewide Testing Calendar

Test Name	Details	Testing Window			Testing Population		
		Start Date	Finish Date	Maximum Duration in Minutes	Grade Levels	Retesters	
Kindergarten Readiness Assessment (KRA)	Pretest	7/21/2022	9/23/2022	41	PK-K	No	
	Posttest	3/20/2023	4/27/2023	41	PK-K	Yes	
3rd Grade MS Academic Assessment Program ELA	Initial	4/10/2023	4/21/2023	180	3	Yes	
3rd Grade Reading Alternative Assessment	1st Retest	5/8/2023	5/12/2023	180	3	Yes	
3rd Grade Reading Alternative Assessment	2nd Retest	6/19/2023	7/17/2023	180	3	Yes	
MS Academic Assessment Program for Biology and U.S. History	Fall EOC - 4x4	11/28/2022	12/16/2022	180	9-12	Yes	
MS Academic Assessment Program for English II & Algebra I		11/28/2022	12/16/2022	180-255*	English II, Algebra I	Yes	
MS Academic Assessment Program for ELA & Math	Spring	4/10/2023	5/12/2023	180-255*	3-8, English II, Algebra I	Yes	
MS Academic Assessment Program for Grade 5 and Grade 8 Science		4/10/2023	5/12/2023	180	5 & 8	No	
MS Academic Assessment Program for Biology and U.S. History		4/10/2023	5/12/2023	180	9-12	Yes	
Special Populations							
MS Academic Assessment Program - Alternate English Language Proficiency Test	Fall Retest/4x4 block	11/28/2022	12/9/2022	Untimed	EOC High School	Yes	
	ELA & Math	3/13/2023	5/5/2023	Untimed	SCD 3-12	Yes	
	Science	3/13/2023	5/5/2023	Untimed	5, 8, HS	Yes	
	English Learners	3/1/2023	4/11/2023	Untimed	K-12	No	
	Test Window 1 - Paper	2/28/2023	2/28/2023	175	11	No	
	Test Window 1 - Accommodations	2/28/2023	3/10/2023	Can vary	11	No	
	Test 1 - Online	2/28/2023	3/9/2023	175	11	No	
	Test Window 2 - Paper	3/28/2023	3/28/2023	175	11	No	
	Test Window 2 - Accommodations	3/28/2023	4/7/2023	Can vary	11	No	
	Test Window 2 - Online	3/28/2023	4/6/2023	175	11	No	
ACT Please refer to the ACT Schedule of Events for specific online and accommodations testing days. https://www.act.org/content/act/products-and-services/state-and-district-solutions/mississippi-the-act.html	Test Window 3 - Paper	4/11/2023	4/11/2023	175	11	No	
	Test Window 3 - Accommodations	4/11/2023	4/21/2023	Can vary	11	No	
	Test Window 3 - Online	4/11/2023	4/20/2023	175	11	No	
	Fall - Paper	11/28/2022	12/9/2022	165	11 & 12	No	
	Fall - Online	11/14/2022	12/9/2022	165	11 & 12	No	
	Spring - Paper	2/6/2023	2/17/2023	165	11 & 12	No	
	Spring - Online	2/6/2023	3/3/2023	165	11 & 12	No	
	<i>Key: TBD = To be determined; * ELA Session 1 (180 minutes) and 2 (75 minutes) will be 255 minutes total. Math Session 2 has been removed.</i>						
	<i>Mardi Gras is February 21, 2023; Easter is April 9, 2023; Spring Break typically will be March 13-17, 2023; Coastal Spring Break is TBD.</i>						
	Note: Testing days vary from a minimum of one (1) day to a maximum of three (3) days per student.						
Please see K-3 Assessment Key Dates document for further information on all dates related to the Literacy-Based Promotion Act and the NAEP Key Dates document for information on all dates related to the NAEP.							

GENERAL OPERATING PROCEDURES

SCHOOLS UTILIZE VIDEO CAMERAS IN STRATEGIC PLACES AROUND EACH CAMPUS AND WITHIN THE SCHOOL BUILDINGS FOR EDUCATIONAL, ACADEMIC, EXTRA CURRICULAR ACTIVITIES AND SAFETY PURPOSES.

SCHOOL OFFICE HOURS:

Bentonia-Gibbs Elementary	7:00 AM – 4:00 PM
Linwood Elementary	7:00 AM – 4:00 PM
Yazoo County Middle School	7:00 AM – 4:00 PM
Yazoo County High School	7:00 AM – 4:00 PM

Much of the business in the main school office is of a private and confidential nature, which involves important information about each individual, including students, faculty, and staff, in school. For this reason, there should be as little traffic as possible in this area. Students are permitted in the front office only for the following reasons:

- When called by the principal, assistant principal, or someone acting upon the approval of the principal;
- When there is an emergency; and
- When a student seeks permission to leave the campus.

No student is permitted to use the phone in the front office.

DISMISSALS FROM CAMPUS:

The Yazoo County School District recognizes that students' and parents' plans may change periodically in terms of plans after the school day is complete. **At all campuses, schools will ONLY accept a written form of communication indicating the students' plan for dismissal and/or how the student will get home.** Examples of written forms of communication include a fax, a handwritten note, or an email. It is at the school principal's discretion as to whether a phone call indicating change of plans for dismissal will be accepted. Parents may not pick up students after 2:45 p.m. This is to allow buses access to load students at YCMS and YCHS and exit campus without interruptions. Additionally, there will be no check-outs/dismissals of students after 2:00.

The above aforementioned statements **DO NOT** apply to pre-kindergarten.

DISMISSAL PRECAUTIONS:

Dismissal from School:

1. No student shall leave school without permission from the principal or his/her designee.
2. Students having an appointment with a doctor or dentist or for other valid reasons may be dismissed from school as follows:
 - a. A parent or legal guardian may personally come to the school and dismiss a student.
 - b. The student may present a note from a parent or legal guardian to the attendance office

- containing the reason for dismissal, time of dismissal, and phone number where the parent and/or legal guardian can be contacted, in order to receive a dismissal permit.
- c. If a note of appointment card cannot be verified, school officials reserve the right to refuse the issuance of a dismissal permit.
 - d. Work must be made up if a dismissal for any of the reason causes a student to miss classwork, tests, etc.
3. Any student leaving school on school related business must first obtain written permission from his/her teacher and then personally signed out at the attendance office. Upon return to school, the student must personally sign in.
 5. No student shall leave school without a dismissal permit or without signing out at the attendance office.
 6. Dismissal requests during the last period of the day shall receive strict scrutiny by the attendance office due to abuse of the dismissal privilege.

AUTOMOBILE USE/JGFF:

Driving on school roads and parking on school property is a courtesy offered to students and others by the school board of the Yazoo County School District.

The parking facilities located at the various school site buildings are not public parking areas and are to be used for school purposes only. School purposes include attendance at school activities or other school authorized activities, which occur before or after the regular school day. Violators may be charged with trespassing and/or vehicles towed at the owner's expense. The administration, obtaining suggestions from the Yazoo County School District Police Force, shall establish rules and regulations to assure traffic safety. The district shall not assume any responsibility for damage to vehicles.

Students shall be responsible for locking their vehicles upon arrival since the school district shall assume no responsibility for any loss.

Failure to abide by vehicle regulations may result in the loss of the right to bring a vehicle to school or other disciplinary action.

Cross Reference: Policy JCDA – School Searches

SCHOOL PARKING REGULATIONS:

All students who bring a vehicle on campus must register the vehicle with the high school by obtaining a current year parking decal from the high school office for a fee of \$10.00. Students **MUST** display a current decal at all times. Please see the parking contract for detailed regulations.

Failure to display a current year parking decal will result in the following consequences:

- (1) **First Violation:** Written warning and required parental conference;
- (2) **Second Violation:** Ticket written and a fine of \$50.00; and
- (3) **Third Violation:** Parking privileges revoked for the current school year.

VISITORS TO SCHOOL CAMPUSES:

To ensure the safety of our students and staff, all visitors must sign in at the front office immediately upon arrival and provide a valid photo I.D. All visitors must have a visible pass before moving past the front office. Neither a teacher nor a student shall invite an individual to school without special permission from the principal or designee. By definition, ***VISITOR, UNDER THIS POLICY, MEANS ANYONE WHO IS NOT A STAFF MEMBER, A STUDENT OR EMPLOYED PERSONNEL.***

PARENT VOLUNTEER/SCHOOL VOLUNTEER:

The YCSD Board of Education recognizes that community members, business leaders, and other stakeholders can provide valuable services to the schools by sharing their time, talents, and experience. An effective volunteer program allows students to benefit from individual attention, real-world experience, and provides enrichment opportunities that supplement the regular educational program. By engaging business leaders to provide students with additional engaging relevant experiences, as well as, interested community members are afforded an opportunity to become directly involved with education and strengthen the relationship between school and community.

For the purpose of this policy and procedure, a volunteer is defined as a person who provides services, without compensation or benefits of any kind or amount, on an occasional or regular basis in the schools or in school activities.

All volunteers shall be at least 18 years of age unless their volunteer work is part of a class, is done to fulfill a service learning or community service requirement for graduation, or is done by a recognized student organization.

Volunteers serve under the direction and supervision of the building principal or designated staff. When volunteers work with children, their activities will be under the direct and immediate supervision of the classroom teacher, coach, activity adviser, or other designated employee.

Approval, assignment, continuation, or termination of volunteers shall be at the discretion of the building principal.

Volunteers are expected to abide by all Board policies, procedures and school rules when performing their assigned responsibilities. The building principal shall make volunteers aware of applicable policies, procedures, and rules before they undertake their first assignment through a volunteer orientation, volunteer handbook, or other means.

Volunteers shall perform only those tasks that have been assigned. Volunteers will not have access to confidential information in student records. Persons interested in volunteering time or services should contact the building principal. Prospective volunteers may be required to complete a written application.

PRIVACY OF STUDENT RECORDS:

Policy Link:

<https://yazooco.msmapolicy.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/6639/Default.aspx?docId=200991>

STUDENT ORGANIZATION FUNDRAISING:

Any student that has not paid for any type of fundraising merchandise on the day it is due will be dropped from the club and/or student organization and the money will be collected through the office.

LOST OR STOLEN PROPERTY:

All articles, which are found, should be taken to the principal's office immediately. Lost and/or stolen items should be reported to a teacher immediately. Articles, left unclaimed, at the end of the semester will be donated to a charity or similar organization.

EMERGENCY DRILLS:

Emergency drills will be held regularly as specified in school board policy and State Board of Education regulations. All students will comply with established evacuation procedures and the specified instructions of staff personnel. Mandatory emergency drills are as follows:

- (1) One earthquake drill held in October;
- (2) Monthly fire drills;
- (3) At least one lockdown drill per year;
- (4) Two active shooter drills per year – each of them conducted within the first 60 days of the start of each school semester;
- (5) Emergency bus evacuation drills per year – each of them conducted within the first 60 days of the start of each school semester; and
- (6) Two tornado drills per year -- each of them conducted within the first 60 days of the start of each school semester.

EMERGENCY CLOSINGS/DELAYED START BOARD POLICY: EBBD

Policy Link:

<https://yazooco.msbapolicy.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/6639/Default.aspx?docId=225044>

TRANSFERRING RECORDS:

Note: *This school district does transfer records upon request from another school.*

RESIDENT STUDENTS: JBCAA

ENROLLMENT AND ADMISSIONS REQUIREMENTS AND PROCEDURES

COMPULSORY ATTENDANCE AGES:

A compulsory-school-age child is defined as a child who has attained or will attain the age of six (6) years on or before September 1st of the calendar year and who has not attained the age of seventeen (17) years on or before September 1st of the calendar year.

This also includes any child who has attained or will attain the age of five (5) years on or before September 1st and has enrolled in kindergarten. The parent/guardian of a

kindergarten student shall be allowed to withdraw the child from kindergarten one time, and that child shall not be deemed a compulsory-school-age child until the child attains the age of six (6) years.

Students excluded from this requirement are those determined to be incapable of school attendance by school officials as based on medical documentation or an identified handicapping condition and those in a legitimate home instructional program as determined by a school attendance officer.

If a compulsory-school-age child has not been enrolled in school within fifteen (15) calendar days, after the first day of the school year, or if a student has accumulated five (5) unexcused absences during the school year, the principal shall report such absences to the school attendance officer within two school days or within five calendar days, whichever is less, according to the method prescribed by the State Department of Education and on the form designated for that purpose by the district. **LEGAL REFERENCE: MS Code 37-13-91, 37-13-92; JEA 5-13-09**

REGISTRATION AND ADMISSION PROCEDURES:

Admission requirements for the District shall be as follows:

ENTRANCE AGE REQUIREMENTS:

No child shall be enrolled or admitted to a pre-kindergarten program of the Yazoo County School District unless that child will attain four (4) years of age on or before September 1st of the current school year.

No child shall be enrolled or admitted to a kindergarten program of the Yazoo County School District unless that child will attain five (5) years of age on or before September 1st of the current school year.

No child shall be enrolled or admitted to the first grade of any school in the Yazoo County School District unless that child will attain six (6) years of age on or before September 1st of that school year.

Any child who transfers from an out-of-state school in which that state's law provides for a first grade or kindergarten enrollment subsequent to September 1, shall be allowed to enroll in school at the same grade level if:

- The parent, legal guardian, or custodian of the child was a legal resident of the state from which the child is transferring;
- The out-of-state school from which the child is transferring is duly accredited by that state's appropriate accrediting authority;
- The child was legally enrolled in school for a minimum of four weeks in the previous state; or
- The Superintendent has determined that the child was making satisfactory educational progress in the previous state.

LEGAL REFERENCE: MS Code 37-15-9, JEB 5-13-09

INITIAL ENROLLMENT:

1. Presentation of a certified birth certificate (long form as recommended);

2. Verification of required immunizations (Mississippi Form 121);
3. Completion of student registration packet;
4. Attainment of the age of four years on or before September 1st of the current year for enrollment in the pre-kindergarten program and/or five years on or before September 1st of the current school year (for kindergarten enrollment:) or attainment of the age of six years on or before September 1st of the current school year (for first grade) (Policy JEB); and
5. Proof of residence (see below for additional information regarding acceptable proofs) in the school attendance zone for which student registration is made.

RESIDENCY VERIFICATION:

Children who are currently enrolled in Yazoo County School District will provide annual updated residency documents and information as required. A District employee will verify the accuracy of the residency documents provided through home visits to the physical address of the student(s).

RESIDENCY REQUIREMENTS:

Check one in **Group I** and **Group II** and if applicable check a or b in **Group III**

Group I: Acceptable Documents

- a) _____ Filed Homestead Exemption Application Form
- b) _____ Mortgage Documents or Property Deed
- c) _____ Apartment or Home Lease/Rental Agreement
 ** Any unofficial Lease Agreement (handwritten or computer-generated) must be notarized.

Group II: Acceptable Bills (All of these must indicate a service address directly on the bill.)

- a) _____ Current Utility Bill (Must be dated within thirty days of enrollment)
 - (1) _____ Electricity Bill
 - (2) _____ Gas Bill
 - (3) _____ Landline Telephone Bill
 - (4) _____ Cable TV or satellite TV Bill
 - (5) _____ Water Bill

A driver's license or voter identification card are not acceptable as proofs of residency.

- b) _____ Other Residency documentation may be approved by YCSD Administration

Group III: Guardianship or Affidavit Guardianship

_____ **a.** Student is living with legal guardian and a certified copy of the Court Decree (or petition), if pending, was received declaring the district resident to be the legal guardian of the student and further declaring that the guardianship was formed for a purpose other than establishing residency for school district attendance purposes.

Affidavit of RESIDENCY

_____ **b.** Custodial parent(s) residing with an adult in a home not owned or rented by the

custodial parent(s) will present documents to show legal custody. The non-custodial adult in the home must prove residency through Group I and Group II (above) and sign the affidavit.

Affidavits will be checked each semester for updated proofs of residency. **Policy: JBC**

In addition, the custodial parent(s) will present *three of the items below*:

- _____ Doctor or Dentist Bill
- _____ Bank Statement
- _____ Automobile License Receipt
- _____ Cell Phone Bill
- _____ Insurance Policy
- _____ State or Federal Benefit Check Salary Check Stub
- _____ IRS Documentation
- _____ Other Residency Documentation Approved by YCSD Administration

LEGAL REFERENCE: MS Code Annotated 37-15-31 (1993 Supp.) State Board Policy 7301 JFAA 7-17-13

STUDENTS NOT LIVING WITH A CUSTODIAL PARENT OR LEGAL GUARDIAN:

A Student/Family Questionnaire documenting the reason for student living in a home without a parent or legal guardian must be completed.

The residency committee must approve enrollment of a student not living with a parent or legal guardian. The Residency Committee will be appointed by the Superintendent.

STUDENT LIVING WITH ADULT OTHER THAN PARENT/GUARDIAN:

If a child is living with an adult other than parents or legal guardians, *in loco parentis* authority will be recognized to establish residency of the minor in situations that include, but are not limited to:

- (a) death or serious illness of the child's parent/guardian;
- (b) abandonment of the child;
- (c) child abuse or neglect;
- (d) unstable family relationships or conditions in the home of the parent/guardian having a detrimental effect on the child; and
- (e) students enrolled in recognized exchange programs residing with a host family.

TRANSFER STUDENTS:

Must have:

1. Receipt of a withdrawal form/official transcript/cumulative record from the last school attended;
2. Proof of residence requirements satisfied in the attendance zone for which student registration/application is made;
3. Completion of a student information profile/emergency card and/or registration packet; and
4. Presentation of required valid certificate of compliance for immunization.

Parents/guardians are **required** to accompany a student enrolling in the District for the first time. The enrolling student will not be allowed to stay on the school campus until the registration process is complete and a schedule is issued to the student.

Any guardianship formed for the purpose of establishing residency for school district attendance purpose shall not be recognized by the Board.

Transfer students will be permanently enrolled and placed in a grade or class on the basis of an official transcript from the last school attended. If such has been lost or destroyed, the last school attended shall be responsible for initiating a new record.

If the last school attended is not appropriately accredited, the student seeking enrollment will be required to take an assessment to determine the grade/class placement. The principal will place the student in the grade/course best suited to his/her educational achievement level, needs, and abilities. (JG)

Any child in Pre-Kindergarten through 12th grade who fails to present a certified birth certificate upon registration shall not be allowed to attend school until in compliance.

Students who attend Yazoo County Schools must be residents of the school district. Non-resident students will only be allowed to attend the YCSD through the legal transfer process and will be required to adhere to all requirements of a resident student. All documents must be provided to the school the day of enrollment or the student will not be allowed to stay or attend until in compliance and registration is complete.

Credits or units through or from a school not accredited by an appropriate state, regional, or national accrediting agency will not be accepted toward graduation or promotion by the Yazoo County School District. Students who transfer to this school system from a non-accredited school or institution must take and pass an assessment for the purpose of placement or retake courses or grades earned from the non-accredited institution in order to gain official credit.

MS Code: 37-15-31, 37-15-33, 37-151-93

EXPELLED STUDENTS REQUESTING INITIAL ENROLLMENT:

Parents, guardians or students **must** indicate, on the registration information, if the student requesting enrollment has been **expelled from a private or public school or is currently a party to an expulsion proceeding**. If the expulsion or expulsion proceeding involves an act of violence, weapons, alcohol, illegal drugs, or other activity that may result in expulsion, the Yazoo County School District is not required to grant admission before one calendar year after the date of expulsion. Failure to disclose this information may result in immediate denial of enrollment in the Yazoo County School District.

TRANSPORTATION LIABILITY:

Transportation is outsourced for ALL students who attend the public schools of Yazoo County School District – including grades pre-kindergarten through twelve. Riding the school bus to and from each school site, within the Yazoo County School District, is a privilege and students who have that privilege revoked must be transported by their parents or guardians to and from school.

All inquiries in reference to routes, accidents, or problems should be directed to **Mr. Joe Odum at 662-746-4672 ext. 1210.**

ATTENDANCE:

ATTENDANCE LAWS:

Yazoo County School District believes that regular school attendance is paramount to student success. Research indicates that a student's attendance is directly proportional to the student's graduation from high school. The District is committed to working with the student, as well as the parents, when the student's attendance is affected by extenuating circumstances. Through collaboration and partnership, the student's level of success is greatly enhanced. Mississippi law requires students to attend **63%** of his or her individual instructional day as fixed by the local school board for each individual school in order to be considered present.

ATTENDANCE EXEMPTION POLICY:

For all students in grades 9-12, exemption from the second and fourth nine-week exams is an earned privilege. A student will be considered for exemption if he/she has no office referrals in a teacher's class and meets the following requirements regarding total days of attendance and grades:

<u>Attendance Per Semester</u>	<u>Grades</u>
3 period absences	C
4 period absences	B
5 period absences	A

A student, who is exempt, has the option to take an exam if he/she feels it will improve his/her grade.

All absences will be counted except those that are school-related such as choir, band trips, athletic contests, etc. **It is the student's responsibility to gather and provide documentation of school-related absences.**

Out of school suspensions will invalidate the privilege of exemption in all classes.
POLICY: COMPULSORY SCHOOL ATTENDANCE/TRUANCY: JBAC

TRUANCY:

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

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

Reports of truancy shall be made in accordance with the Mississippi Compulsory School Attendance Law (**MS CODE 37-13-91**) and **Policy JBA.**

The Mississippi Public School Accountability Standards for this policy is Standard 10.

LEGAL REF.: MS CODE as cited *Mississippi Public School Accountability Standards*

CROSS REF.: Policies JBA Compulsory School Attendance

JCD Alternative School Program

An "unlawful absence" is an absence, for an entire school day or during part of a school day, by a compulsory-school-age child, in which the absence is not due to a valid excuse for temporary nonattendance. For purposes of reporting absenteeism, if a compulsory-school-age child has an absence that is more than fifty percent (must be present 63%) of the instructional day, as fixed by the school board for the school at which the compulsory-school-age child is enrolled, the child must be considered absent the entire school day.

As interpreted by the Mississippi Department of Education, each student must be present for 63% of his or her individual instructional day as fixed by the local school board for each individual school in order to be considered in full day attendance. (MDE District Memo Implementation of House Bill 1530, Kent 5/17/13)

Each of the following shall constitute a valid excuse for temporary nonattendance of a compulsory-school-age child enrolled in school, provided satisfactory evidence, of the excuse, is provided to the superintendent of the school district or his/her designee.

- a) An absence is excused when the absence results from the compulsory-school-age child's attendance of an authorized school activity with the prior approval of the superintendent of the school district or his/her designee. Such activities may include field trips, athletic contests, student conventions, musical festivals, college visits, and/or any other similar activity.
- b) An absence is excused when the absence results from illness or injury, which prevents the compulsory-school-age child from being physically able to attend school.
- c) An absence is excused when isolation of a compulsory-school-age child is ordered by the county health officer or by the state board of health.
- d) An absence is excused when it results from the death or serious illness of a member of the immediate family of a compulsory-school-age child. The immediate family member of a compulsory-school-age child shall include children, spouse, grandparents, parents, brothers and sisters, including stepbrothers and stepsisters.
- e) An absence is excused when it results from a medical or dental appointment of a compulsory-school-age child where an approval of the superintendent of the school district or his/her designee is gained prior to the absence, except in the case of an emergency.
- f) An absence is excused when it results from the attendance of a compulsory school-age child at the proceedings of a court or administrative tribunal if such child is a party to the action or under subpoena as a witness.
- g) An absence may be excused if the religion, to which the compulsory school-age child or such child's parents adhere, requires or suggests the observance of a religious event. The approval of such absence is within the discretion of the superintendent or his/her designee, but approval should be granted unless the religion's observance is of such duration to interfere with the education and academic success of the child.
- h) An absence may be excused when it is demonstrated, to the satisfaction of the superintendent or his/her designee, that the purpose of the absence is to take advantage of a valid educational opportunity such as travel including vacations or other family travel. Approval of such absence must be gained from the superintendent of the school district or his/her designee prior to the absence but such approval shall not be

unreasonably withheld.

- i) An absence may be excused when it is demonstrated, to the satisfaction of the superintendent or his designee, that conditions are sufficient to warrant the compulsory- school-age child's nonattendance.

Any parent, guardian or custodian of a compulsory-school-age child subject to the provisions of this policy who refuses or willfully fails to perform any of the duties imposed upon him or her under the provisions of this policy or who intentionally falsifies any information required to be contained in a certificate of enrollment, shall be guilty of contributing to the neglect of a child and, upon conviction, shall be punished in accordance with the provisions of **Section 97-5-39, MS Code of 1972.**

If a compulsory-school-age child has not been enrolled in a school within fifteen (15) calendar days after the first day of the school year of the school which such child is eligible to attend or such child has accumulated five (5) unlawful absences during the school year, the principal or school superintendent shall report such absences to the school attendance officer of the youth court. **MS CODE: 37-13-91**

LEGAL REF.: Mississippi Code 37-13-91

The Superintendent delegates the authority of reporting excessive absences to the School Attendance Officer to the building Principal at each school site campus.

Therefore, and in summary, each student must be present for 63% of his or her individual instructional day as fixed by the local school board for each individual school in order to be considered in full day attendance.

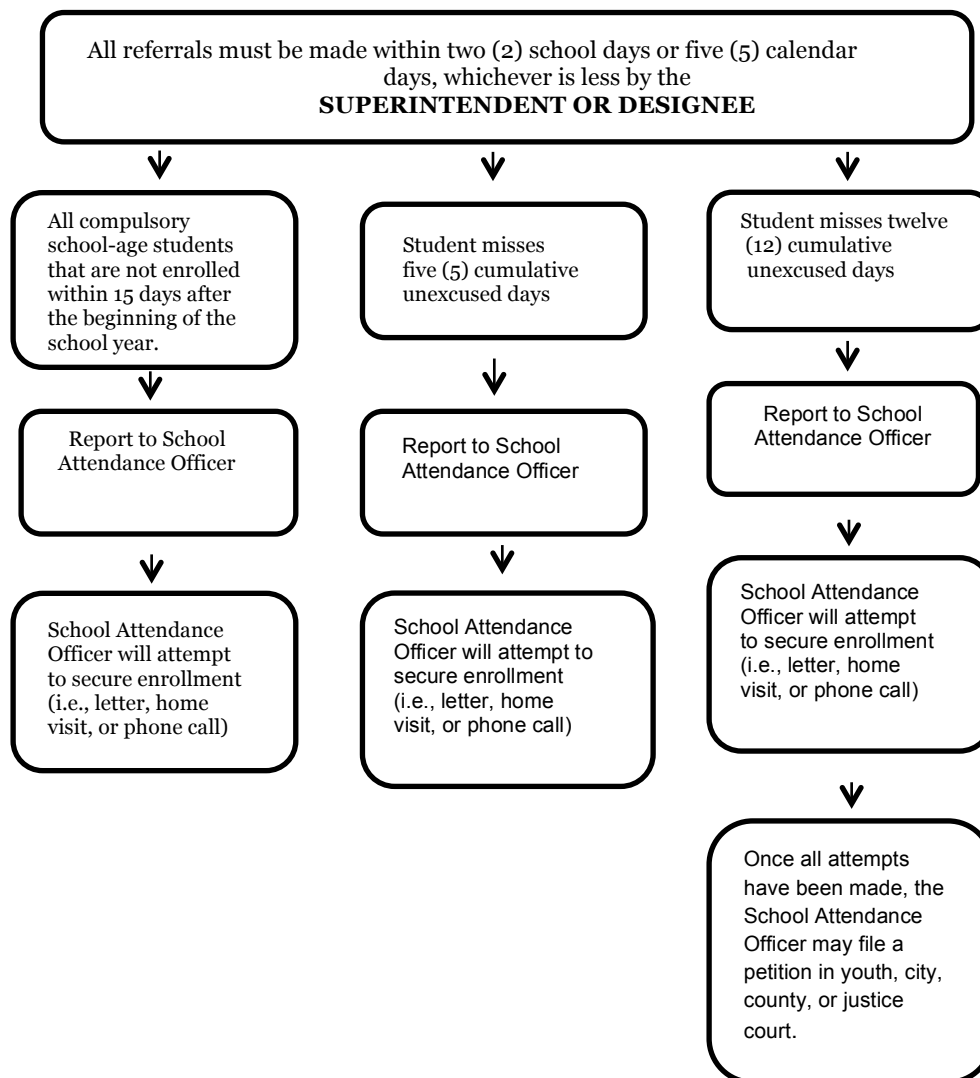
Compulsory School Attendance Referral Process

37-13-91(6)

Mississippi law requires all individuals between the ages of six (6) and seventeen (17) to enroll in and attend school. This law also applies to all five-year old students enrolled in a full-time public kindergarten program.

Required Demographics for Reporting Unexcused Absences at 5 and 12 Days

- ✓ **Student's Name, Date of Birth, MSIS or SSN, Grade, Gender**
- ✓ **Parent's/Guardian's Name, Contact Information including phone numbers**
- ✓ **Unexcused Absences-including out-of-school suspension days (suspensions are to be reported to the school attendance officer as they occur)**
- ✓ **Must be signed by superintendent or designee**



Suspensions are unexcused absences and must be reported as they occur.
In-school suspensions should not be considered absent.

EXCUSES:

For an absence to be considered excused, the parent must provide one of the following forms of documentation within three days of school upon their return:

- A written notification shall contain the date written, the date(s) of the absence, the cause of absence(s), and the parent or legal guardian name and contact information (maximum of 5 handwritten notes per semester).
- A note signed by a medical provider including the dates under care.
- Documentation of the isolation of the student if ordered by the county health officer;
- Documentation of a death or serious illness of an immediate family member which would include a child, spouse, grandparent, parent, brother, sister, stepbrother or stepsister;
- Documentation of a military deployment of an immediate family member which may include a child, parent, brother, sister, stepbrother, or stepsister;
- Documentation of the required attendance at court or administrative proceedings if the student is a party or under subpoena as a witness;
- The religion to which the student or the students' parents adheres, requires or suggests the observance of a religious event; and
- Any other reason deemed appropriate by the school administration.

All absences shall be considered unexcused until proper documentation is provided to the school. If proper documentation is not provided within three days, the absence will be considered unexcused and counted toward truancy.

The District Administration recognizes school attendance as one of the most important responsibilities of the students, parents, guardians, and staff. Students who attend school regularly have fewer discipline problems and a better opportunity to achieve success. Additionally, school attendance affects the District's allocation and receipt of state funding, as well as, the teacher's ability to effectively control make-up work provided.

Cross Ref.: JBD Absences and Excuses

MAKE-UP WORK:

Both the STUDENT AND TEACHER are responsible for making sure that make-up work is completed in the event of an absence. If a student misses the day of a test, they will be required to make-up the test upon returning to school. If a student is absent the day before a test and no new materials have been introduced, he/she must make-up the test upon returning to school; if new materials were introduced before the test was given, the student will be given one (1) additional day to make-up the test. If a student is absent 2-5 consecutive days, the student will be given one (1) week to make-up the work. If a student is absent more than 5 consecutive days, the principal or assistant principal will use discretion in setting the time for make-up work to be completed.

COLLEGE AND MILITARY DAYS:

The Board of Trustees of the Yazoo County School District has approved a maximum of two (2) days for a senior to visit a college campus without affecting the attendance policy. The request

must be made and approved in advance of the campus trip. As verification of the student's visit to the college campus to discuss admission, degree programs, financial aid, housing, etc., the signature of a college official shall be required. Required forms should be picked up 5 days prior to campus visit from the counselor's office.

Additionally, the Board of Trustees of the Yazoo County School District has approved a maximum of two (2) days for a student to meet with military personnel without the attendance record of said student being affected. The request must be made and approved in advance of the arranged meeting. As verification of the arranged meeting held to discuss options for entrance into the military, possible scholarship opportunities, an explanation of an ASVAB score, etc., documentation must be provided to the school officials regarding the said "military meeting."

RELEASE TIME FOR STUDENTS:

Twelfth grade students may be dismissed prior to the beginning of the last block with the following condition and/or stipulation. For every dual credit class a senior takes and is successfully completing, he/she may leave a block earlier if he/she chooses to complete the class independently. Eleventh grade students may be dismissed at the beginning of the **LAST PERIOD** of the school day provided they have a signed note from an employer verifying employment and a notarized permission slip from a parent granting the student permission to leave school for work. Freshmen and sophomore students must remain at school the entire day unless they are properly checked out by an authorized person on the notarized check out form filed in the office.

This handbook does not contain all the rules and regulations governing all co-curricular activities. It is the student's and/or parent's responsibility to obtain those rules and regulations from the leaders, sponsors, and/or coaches and adhere to them.

ACADEMICS, GRADING, AND ASSESSMENT SYSTEMS

The primary purpose of assessment is to improve the quality of teaching and learning. Consequently, teachers shall employ formative assessment strategies for the purpose of adjusting ongoing instructional strategies and procedures to improve the learning progression of students. Summative assessments shall also be utilized to measure a student's progress toward or degree of accomplishment relative to stated goals and objectives (standards) for a subject. Both types of assessments shall be factored/averaged into the grade received, with primary weight being on summative assessments and denoting the degree of mastery learning of material presented.

A standard numerical grading system shall be implemented and maintained in the district. The representative grade scale shall be as follows:

GRADING SYSTEM/SCALE:

To evaluate student performance for the purposes of promotion, retention, or alternative programs, the following numerical values shall be used in determining letter grades. Numerical values will be utilized on reports of progress and report cards.

Grades K-12:

90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

The Pre-Kindergarten students will be assessed through a checklist of Early Learning Standards for 4-Year-Olds from Mississippi Department of Education.

Board Policy IHA

The Yazoo County School District utilizes an established grading system to communicate to parents a periodic evaluation summarizing significant factors of the student's success in the educational program.

The grading system is based upon student achievement and performance, bearing in mind that any system incorporates both subjective and objective considerations in student evaluation.

ACADEMIC COURSE CHANGES:

There will be no changing or dropping of courses after ten (10) days, from the opening day of school, unless deemed necessary by the principal and counselor.

Specifics Regarding the Recording of Grades:

Only numbers and/or numerical marks will be used in recording grades. Grades on report cards will be recorded in numerical form. Semester exam grades and semester averages will be recorded as numerical grades. Nine weeks tests and/or semester exams will carry no more weighting than any other test and/or assessment given. All grades on permanent records will be recorded as numerical grades.

Grades shall be indicative of progress towards or degree of accomplishment relative to grade level standards and objectives of the subject and shall represent only the quality of assignments completed or not completed. Grades shall be recorded **no less than every other week** and **shall be listed by standard with a description of the assignment/assessment.**

A record of assignments pursuant to the evaluation of progress toward set standards will be recorded and filed for use in parent-student conferences. Actual grades may be recorded in the grade book for reference with parents at conferences. Teachers will maintain overall averages, within an attainable passing range, and a curve will not be used in grading.

Since learners only progress effectively when they complete work assigned, students are expected to complete all assignments. **Hence, teachers shall pursue work not turned in prior to assigning term grades, exacting a reasonable penalty for late work when appropriate. When a student does not turn in an assignment prior to the end of a term, a grade of zero may become part of the average for**

that term. Students with any missing work noted prior to the end of any grading period will be ineligible for exemption from taking exams.

Teachers are expected to reteach students according to substandard or failing formative and/or summative work. Teachers will select which assignments qualify for a redo opportunity, with the exception of term/semester exams or Dual Enrollment/Advanced Placement courses, that are considered college caliber courses and are guided by external institutions. Principals shall work with grade levels or departments to develop consistency in redo procedures at the school level. Students must go through teacher prescribed remediation and intervention before being permitted to redo work.

The opportunity to redo can be rescinded if a student abuses the opportunity. Since students have this option for grade improvement, no extra credit will be assigned or awarded. Teachers shall adhere to district or school prescribed weighting for competency areas.

Weighting of Grades in Kindergarten – 5th Grade:

In reference to grades and their perspective weights in Kindergarten through 5th grade, the Yazoo County School District believes that to get an accurate representation of the growth and success of a student in a class, the teacher will implement and utilize the following processes and procedures throughout the 2022-2023 school year:

- A minimum of 9 daily grades – meaning approximately one (1) daily grade per week for the nine-week grading period;
- A minimum of 4 assessment grades – meaning approximately every two (2) weeks, a student will be given a summative assessment and a grade will be recorded; and
- Elementary School (Kindergarten – 5th Grade): Daily Grades will be equal to 55% of the total average each nine weeks and summative assessments will be equal to 45% of the average each nine weeks.

Weighting of Grades in 6th Grade – 8th Grade (Middle School Scheduling):

In reference to grades and their perspective weights in 6th through 8th grade, the Yazoo County School District believes that to get an accurate representation of the growth and success of a student in any class, the teacher will implement and utilize the following processes and procedures throughout the 2022-2023 school year:

- A minimum of 12 daily grades – meaning approximately one (1) daily grade per week for the nine-week grading period and then where appropriate and applicable, a second daily grade can be taken in the same week in order to obtain a total of 12 daily grades by the end of the nine weeks;
- A minimum of 4 assessment grades – meaning approximately every two (2) weeks, a student will be given a summative assessment and a grade will be recorded; and
- Middle School: Daily Grades (minimum of 12 – see statement above) are equal to 45% of the total average for the class each nine weeks and summative assessments (minimum of 4 – see statement above) are equal to 55% of the total average each nine weeks for the class.

Weighting of Grades in 9th Grade – 12th Grade (High School Block Scheduling):

In reference to grades and their perspective weights in 9th through 12th grade, the Yazoo County School District believes that to get an accurate representation of the growth and success of a student in any class, the teacher will implement and utilize the following

processes and procedures throughout the 2022-2023 school year:

- A minimum of 12 daily grades – meaning approximately one (1) daily grade per week for the nine-week grading period and then where appropriate and applicable, a second daily grade can be taken in the same week in order to obtain a total of 12 daily grades by the end of the nine weeks;
- A minimum of 5 assessment grades – meaning approximately every 8-10 days of instruction, an assessment should be administered and recorded; and
- High School: Daily Grades (minimum of 12 – see statement above) are equal to 45% of the total average for the class each nine weeks and summative assessments (minimum of 5 – see statement above) are equal to 55% of the total average each nine weeks for the class.

EXAMPLES of “DAILY WORK” in the APPROPRIATE GRADE LEVELS:

Examples, of different assignments, of what constitutes “**daily work**” that is graded for accuracy and recorded in the grade book might include the following: (1) Classwork; (2) Labs; (3) Guided Practice; (4) Bell Work; (5) Homework; (6) Completed Lab Report; (7) Current Event; (8) Weekly Notebook Checks with Described Expectations and Criteria; (9) Quizzes; and (10) any other quality assignment aligned to a grade level standard that can determine mastery through its completion.

EXAMPLES of “TESTS/ASSESSMENTS” in the APPROPRIATE GRADE LEVELS:

Examples, of different assignments, of what constitutes “**tests/assessments**” that are graded for accuracy and recorded in the grade book might include the following: (1) Unit tests; (2) Major Tests; (3) Multiple Skills Tests; (4) Performance-Based Assessments; (5) Components of the District Chosen Digital Platform Assessments; and (6) Any other major summative assessment aligned to a grade level standard that can determine mastery by its successful completion.

CALCULATING TERM GRADES:

Grade Pre-K: based on standards-based mastery requirements; and

Grades K-12: based on all assignments such as classwork, quizzes, process grades, writings, products and projects, and homework.

CALCULATING FINAL GRADES:

First and second semester grades will be added and divided by two. For secondary courses of one semester length, the final grade will be the same as the semester grade.

Grading Changes:

(1) No school board member, school superintendent, assistant superintendent, principal, guidance counselor, other teachers, coaches, or other administrative staff members of the school or the central office staff of a local school board shall attempt, directly or indirectly, to change, alter, or otherwise affect the grade received by a student from his/her teacher except as otherwise specifically allowed by this section.

(2) A teacher's determination of a student's grade as a measure of the academic achievement or proficiency of the student shall not be altered or changed in any manner by any school official or employee other than the teacher except as provided in this subsection.

(3) A school official or employee having authority provided under formally adopted

written rules and procedures adopted by the local school board to change a student's grade can take such action only upon it being determined that the grade is an error or that the grade is demonstrably inconsistent with the teacher's grading policy.

(4) Any local school district or personnel employed by the school district that violates the provisions of this act shall cause the local school district or school to be subject to losing its accreditation in the manner determined by the policies and procedures of the State Board of Education. **LEGAL REF.: MS Code 37-11-64**

TRANSFER GRADES:

Students transferring to the Yazoo County School District with only letter grades will be assigned the following numerical grades:

A – 95

B – 85

C – 75

D – 67

F – Below 60 (not to be assigned below 50)

Letter grades may be converted to number grades as recorded by the transfer student's previous school if an official notice, regarding the grades, is received by the school within six weeks after enrollment.

ACTIVE PARENT:

Online access to students' grades, discipline, attendance, and school news is available through the District's website at www.yazoo.k12.ms.us in Active Parent. The URL address for Active Parent is the following: MS.8200.activeparent.net. Parents must enroll to access this information. Enrollment will take place during registration. If you are already a member of Active Parent, it is not necessary to re-enroll.

REPORT CARDS:

The report card, issued at the end of each grading period, is the official notification to the home of a student's progress.

A student's progress report and report card will be available based on the YCSD Board approved school calendar. At the end of each nine-week grading period, a parent/teacher conference will be encouraged and scheduled, virtually or in-person, based on preference and needs of the parents and/or legal guardians to come to the school to meet with teachers regarding his/her student's progress. If the conference is held virtually, the report card will be sent home with the student provided the student's device has been turned in to the appropriate school and any pending fines are paid (4th nine weeks). If a conference is scheduled in-person, the report card will be given to the parent/legal guardian during the conference. The final (end-of-year) report card is mailed to the home address provided by the student at the time of student registration again provided that the student's device has been turned in to the appropriate school and any pending fines are paid.

Each report card provides for current grades and class absences.

PROMOTION AND RETENTION OF STUDENTS: **(Board Policy IHE)**

A fixed set of criteria, based on student performance, will be used to determine promotion from

one grade level to another at each school level.

Elementary and Middle School Promotion:

Students in grades kindergarten, 1st, 2nd, and 3rd grade must pass both math and English language arts. If students do NOT pass all of these subjects with at least a “60” yearly average, he/she will be retained in his/her current grade.

Students in grades 4 through 8 must pass English language arts, math, and science.

Students in grades 6 through 8 – in addition to successfully passing English language arts, math, and science – students will be retained in his/her current grade, if he/she fails **TWO OR MORE** subjects of any content.

Students who score “proficient” or “advanced” on their state assessments, and do not pass the course, will be discussed, if necessary, by a district committee for potential promotion.

EXPECTED PERFORMANCE LEVELS AT THE CONCLUSION OF EACH GRADE LEVEL:

The following link serves to represent, for a parent, the end-of-the-year expectations, outcomes, and/or basically what a student should know and be able to perform collectively as he/she readies to transition to the next grade level. This link is applicable from the elementary level all the way through high school, and as a parent, you can download the grade level(s) that are specific to you and your student(s): <https://www.pta.org/home/family-resources/Parents-Guides-to-Student-Success>

High School Promotion:

A student will be classified as a:

Freshman upon promotion from the 8th grade;

Sophomore after successfully completing a minimum of 6 units;

Junior after successfully completing a minimum of 12 units; and a

Senior after successfully completing a minimum of 18 units.

LISTS of DISTINCTION AND HONOR:

The Yazoo County School District recognizes three types of honor rolls:

- The “**Superintendent’s List**” shall be composed of all students with nine weeks averages no lower than **95**.
- The “**Principal’s List**” shall be composed of all students with nine week averages no lower than **90**.
- The “**A/B Honor Roll List**” shall be composed of all students with nine week averages no lower than **80**.

These lists shall be determined at the end of each 9-week grading period and published.

RECOGNITION OF STUDENT ACCOMPLISHMENTS:

The Yazoo County School District aims to prepare the youth of this community for their roles as future citizens by providing optimum educational experiences, opportunities to develop leadership and other social skills, and instruction in the values necessary for continuation of our

changing democratic society. In order to accomplish this mission, it is important to us to recognize students who excel academically, exhibit leadership skills, and demonstrate good citizenship. Awards are given to students periodically, throughout the year, in various fashions.

GRADUATION – SENIOR HALL of FAME:

The YCSD High School Honors Committee selects the Yazoo County High School **Hall of Fame**. The committee is composed of faculty and staff members appointed by the administrative staff. The committee will screen and recommend a minimum of 10 applicants to the Hall of Fame. In order to receive consideration, a graduating senior will submit an application to the committee, which will include a recent photograph. An incomplete application will not be placed before the committee for consideration. The recommendation of the committee is final. Early graduates are eligible to apply for Hall of Fame.

CLASS RANK AND QUALITY POINT AVERAGE (QPA):

PROCEDURE FOR DETERMINING:

The academic class rank for diploma bound seniors will be determined by averaging the semester grades in all subjects attempted from the date of entry into the 9th grade through the end of the second semester of the senior year. Rank will be computed to the hundredth of a percent except when necessary to break a tie, in which case thousandths of a percent will be use. Averages will be obtained by adding numerical grades using the following scale (Non-academic courses such as physical education, choir, band, JROTC, and remedial math/English and other compensatory or remedial courses **will not** be computed for class rank.)

Advanced Placement and Dual Credit courses = 1.10 x grade
Accelerated/Honors courses (as recognized in this handbook) = 1.05 x grade
All other courses = 1.0 x grade

A student's rank in class will be available after the spring semester of the senior year to determine valedictorian, salutatorian, and other academic achievements. A student must be enrolled for four (4) semesters prior to graduation (summer school does not count) and must have completed a four (4) year course of study to be eligible for Valedictorian or Salutatorian.

Weighted Grades (AP, Accelerated, etc.) are used for the purpose of determining rank in class and honor graduates only.

Early graduates are considered in the ranking of the class; however, he/she is NOT eligible for the classification of Valedictorian or Salutatorian.

STAR STUDENT and STAR TEACHER DETERMINATION (Student –Teacher Achievement Recognition) Program:

The Star Student will be selected by the guidelines handed down from the Mississippi Economic Council using the ACT scores that are received by Yazoo County High School. Scores will be reviewed when the school receives notification from the Mississippi Economic Council.

Mississippi Scholars:

The Yazoo County School District shall participate in the Mississippi Scholars Program

according to the guidelines established by the Public Education Forum of Mississippi and Mississippi Economic Council.

STATE-MANDATED ASSESSMENTS

LITERACY BASED PROMOTION ACT ASSESSMENTS:

Third Grade MAAP ELA Assessment:

The Literacy Based Promotion Act as part of Senate Bill 2347 calls for students scoring at levels one and two in reading on the established state assessment for third grade to not be promoted to fourth grade. Results from the assessment are used to address specific reading deficiencies of students who do not achieve a passing score. Multiple re-test opportunities are provided to students in an effort to support students in earning promotion to fourth grade.

Kindergarten Readiness Assessment (Grade Pre-K and K): This is a baseline assessment to inform parents, teachers, and early childhood providers with a common understanding of what children know and are able to do upon entering school. Results will be used to deploy resources and instructional supports for students in kindergarten and first grade. The assessment is administered during a pre-test window in August/September and a post-test window of April/May.

MAAP (Mississippi Academic Assessment Program) STATE MANDATED ASSESSMENTS:

MAAP (Grades 3-8) – These are criterion-referenced **language arts and mathematics tests** that are aligned with the Mississippi College and Career Readiness Standards.

MAAP Science (Grades 5 and 8) - This is a criterion-referenced assessment that is aligned with the 2018 Mississippi Science Framework. Results are used for school and district accountability purposes as well as to determine individual student progress. This assessment is administered the first two weeks of May.

MAAP (Grades 9-12) - These are criterion-referenced assessments, in Algebra I, English II, Biology I, and US History, are aligned with the Mississippi College and Career Readiness Standards. Results are utilized for school and district accountability purposes as well as a graduation requirement for students earning a high school diploma. These tests are administered during late April to mid-May.

MAAP-A – (Mississippi Academic Assessment Program - Alternate) Mississippi is required under Every Student Succeeds Act of 2015 (ESSA) and the Individuals with Disabilities Education Improvement Act of 2004 (IDEA) to provide high-quality alternate assessments for students with significant cognitive disabilities (SCD). These alternate assessments are aligned to academic content standards that apply to all students in reading, writing, and mathematics in grades 3-8 and once in high school. They also align to content standards for science in at least one grade in each of the 3-5, 6-8, and 9-12 grade bands.

SPECIFIC INFORMATION ABOUT THE SUBJECT AREA TESTS

MAAP ELA (English II) – The English II Subject Area Test measures knowledge of language arts, reading comprehension, and effective writing skills according to competencies found in the 2006 Mississippi Language Arts Framework, Revised for Tenth Grade. The English II Subject Area Test consists of both a multiple-choice component and a writing component. Students must pass both components to acquire a passing score on the English II Subject Area Test. The multiple-choice component of the English II Subject Area Test contains items that measure the four competencies addressing vocabulary, reading comprehension, writing, and grammar.

MAAP Science (Biology I) – The Biology I Subject Area Test measures a student’s knowledge of basic biological concepts, the use of science skills, and the application of biology to real-world problem solving and decision-making. Students will interpret data, apply concepts, and draw conclusions in answering the questions. The test consists of 89 multiple-choice items, which may include charts, diagrams, or graphs. Questions from the following assessment strands are distributed throughout the test: Chemical Basis of Life, The Cell, Genetics and the Molecular Basis of Heredity, Natural Selection and Diversity, Ecology, and Nature of Science.

MAAP Mathematics (Algebra I) -- The Algebra I Subject Area Test measures a student’s knowledge of and skill level in applied algebra. The test consists of 65 multiple-choice items. Many multiple-choice items contain charts, graphs, or diagrams that the student will use to determine the correct answer. Questions from the following five competencies are distributed throughout the test: Number and Operations, Algebra, Geometry, Measurement, and Data Analysis and Probability.

MAAP Social Studies (US History from 1877) – The U.S. History from 1877 Subject Area Test measures not only important historical knowledge but also real-world skills by having students read and interpret statistical data, maps, charts, and tables. The test consists of 89 multiple-choice questions. Some of the multiple-choice questions include a chart, map, or other stimulus that must be interpreted accurately in order to answer the questions correctly. Questions from the following assessment strands are distributed throughout the test: International Relations, Domestic Affairs, Geography, Economics, and Civics.

ACT (Grade 11) -- This is a curriculum-and-standards-based educational and career planning tool that assesses student’s academic readiness for college. Results are used for college admission and scholarship purposes as well as to meet mandated state graduation assessment requirements as a component of school and district accountability. A live version is administered at no cost to juniors during regular school hours at the student's home campus.

ACT Work Keys (Grade 11 and 12) – ACT WorkKeys is a system of assessments, curriculum, and job profiling that help to determine, build, and measure essential workplace skills that can affect job performance and increase opportunities for career changes and advancement.

MS-CPAS (CTE Assessment) -- The MS-CPAS, or the Mississippi Career Planning and Assessment System, is the test given to secondary and postsecondary CTE completers, and the results are used to measure technical-skill attainment, which is one of the core indicators of performance required for Perkins IV reporting.

Please Note: Students can register at their own cost, for the ACT, for test administrations on Saturdays in September, October, December, February, April and June at www.act.org.

Please Note: In reference to the ACT Work Keys, please see the high school counselor and/or the District-Wide Graduation Coach for more information in regards to whether this assessment is an option for you as a student.

YAZOO COUNTY SCHOOL DISTRICT NORMED, CRITERION-REFERENCED AND FORMATIVE ASSESSMENTS GIVEN THROUGHOUT THE YEAR

Common/Benchmark Interim Assessments (Grades 2-12): These assessments are criterion-referenced and designed to reflect Mississippi state-mandated assessments in both format and content for the subject areas of: (1) English language arts; (2) math, (3) science (5th and 8th grades); (4) science (Biology I); and (5) social studies (US History).

Results are utilized to inform and guide classroom instruction. These assessments are administered typically at the conclusion of the first three nine-week periods.

STAR Early Literacy (Pre-Kindergarten – 1st Grade): This is an adaptive assessment where student responses determine the difficulty level of questions. Results can be used to guide classroom instructional decisions as well as to serve as a universal screener, which helps in identification of specific math and reading deficiencies. This assessment is administered typically three times a year during September, January, and April.

Mastery Connect -- Drive learning outcomes and standards mastery with high quality assessments and actionable insights that inform and improve teaching and learning. Mastery Item Bank supports a range of item types—including technology-enhanced items and mode-specific writing prompts—to reflect and assess the intent of standards. Over 1,500 passages and paired passages cover a wide variety of topics and genres. Passages include Lexile Measure, text complexity, and word count. This tool, in the form of a digital platform, is the District's choice in preparing students for state tests in order for students to do as well as he/she possibly can.

IXL (Grades 6-8): This digital platform is a comprehensive K-12 curriculum which combines this quality curriculum with a “real-time” diagnostic, along with personalized guidance (a skill path), and then “actionable analytics” to give a teacher and a student everything needed for the personalization of instruction and accelerated progress.

ACT Aspire: From grades 3 through 10, ACT Aspire is a unique, connected approach to measuring student progress. The system is anchored by the ACT® test for students in grades 11 and 12 and provides empirically based readiness benchmarks at every grade that it is administered. ACT Aspire is used to highlight progress toward the ACT College and Career Readiness Standards and Benchmarks and outcome data links to the reporting categories of most state standards. This means ACT Aspire measures student progress using the most comprehensive academic guideposts available.

PreACT: 8th/9th Grade: It is the first step toward preparing students for the ACT Test. It is most advantageous for schools and districts that want to support their 8th and 9th graders with an early practice experience for the ACT test. Additionally, it provides an early

indicator of college and career readiness that helps educators, students, and parents identify areas of academic strength and opportunity.

AP (Advanced Placement) Exams (Grades 10-12): This is a paper-based college-level exam developed and scored by college and university faculty members. AP exams enable students to apply critical thinking skills. Scores are used for college credits and are accepted by most two and four year colleges and universities. Students must take AP courses before taking the AP exam. This is administered late April to early May.

GRADUATION

GRADUATION POLICY:

Participation in any Yazoo County School Graduation is limited to those students who have completed all graduation requirements, as specified by the Yazoo County School Board and the Mississippi State Board of Education. In addition, students participating in graduation exercises and the graduation ceremony shall comply with all rules and regulations regarding attendance at practice for graduation exercises including proper dress and/or attire, and any other regulation deemed appropriate.

EARLY GRADUATION:

Early graduation involves the completion of all high school academic requirements in less than a traditional four-year program. A student applying for early graduation will meet the same standards required of all graduates of Yazoo County High School.

A student who plans to graduate early will schedule a conference with the student's counselor and parent/guardian to arrange a course of study. The principal will appoint a standing committee each year to examine all requests for early graduation and make a final decision as to the validity of the student's request.

Members of the committee will include the principal, a guidance counselor, and three classroom teachers. Factors to be considered in evaluating the request include:

- (1) stated reasons for requesting early graduation;
- (2) recommendations secured by the student from five current or former high school teachers;
- (3) the intellectual and academic qualifications of the student;
- (4) the completion of three semesters at Yazoo County High School immediately preceding graduation; and
- (5) a B average in all courses attempted at Yazoo County High School.

The committee will render a decision regarding the student's request for early graduation. If the decision is denied, the committee will justify the decision, in writing, to the parent/guardian of the student. The decision of the committee will be final.

Mississippi Diploma Options Graduation Options for Diploma-Bound Students

TRADITIONAL DIPLOMA OPTION

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

Requirements

- Student should identify an endorsement area prior to entering 9th grade. Endorsement requirements can only be changed with parental permission.
- For early release, students must have met College or Career Readiness Benchmarks (ACT sub scores 17 English and 19 Math or earned a Silver level on ACT WorkKeys or SAT equivalency sub scores). Alternately, a student must meet ALL of the following:
 - Have a 2.5 GPA
 - Passed or met all MAAP assessments requirements for graduation
 - On track to meet diploma requirements
 - Concurrently enrolled in Essentials for College Math or Essentials for College Literacy

Recommendations

- For early graduation, a student should successfully complete an area of endorsement.
- A student should take a math or math equivalent course the senior year.

ALTERNATE DIPLOMA OPTION

Curriculum Area	Carnegie Units	Required Subjects
English	4	<ul style="list-style-type: none"> Alternate English Elements I-IV
Mathematics	4	<ul style="list-style-type: none"> Alternate Math Elements I-III Alternate Algebra Elements
Science	2	<ul style="list-style-type: none"> Alternate Biology Elements Alternate Science Elements II
Social Studies	2	<ul style="list-style-type: none"> Alternate History Elements (Strands: U.S. History and World History) Alternate Social Studies Elements (Strands: Economics and U.S. Government)
Physical Education	½	
Health	½	<ul style="list-style-type: none"> Alternate Health Elements
Arts	1	
Career Readiness	4	<ul style="list-style-type: none"> Career Readiness I-IV (Strands: Technology, Systems, Employability, and Social)
Life Skills Development	4	<ul style="list-style-type: none"> Life Skills Development I-IV (Strands: Technology, Systems, Personal Care, and Social)
Additional Electives	2	
Total Units Required	24	

Requirements

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

TRADITIONAL DIPLOMA ENDORSEMENT OPTIONS:

Students pursuing a Traditional Diploma should identify an endorsement prior to entering 9th grade. There are three endorsement options: Career and Technical, Academic, and Distinguished Academic.

Traditional Diploma Endorsement Options

Students pursuing a Traditional Diploma should identify an endorsement prior to entering ninth grade. There are three endorsement options: Career and Technical, Academic, and Distinguished Academic Endorsement.

CAREER AND TECHNICAL ENDORSEMENT

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

Additional Requirements

- Earn an overall GPA of 2.5.
- Earn Silver level on ACT WorkKeys.
- Earn two additional Carnegie Units for a total of 26.
- Must successfully complete one of the following:
 - One CTE dual credit or earn articulated credit in the high school CTE course
 - Work-Based Learning experience or Career Pathway Experience
 - Earn a State Board of Education-approved national credential

ACADEMIC ENDORSEMENT

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

Additional Requirements

- Earn an overall GPA of 2.5.
- Courses must meet Mississippi IHL college preparatory curriculum (CPC).
- Earn Mississippi IHL and community college readiness benchmarks (ACT sub scores 17 English and 19 Math as approved by postsecondary for non-remediation at most community colleges and IHL college-ready courses in senior year, or the SAT equivalency subscore).
- Earn two additional Carnegie Units for a total of 26.
- Must successfully complete one of the following:
 - One AP course with a C or higher and take the appropriate AP exam
 - One Diploma Program-IB course with a C or higher and take the appropriate IB exams
 - One academic dual credit course with a C or higher in the course

DISTINGUISHED ACADEMIC ENDORSEMENT

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

August 2018

Additional Requirements

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

CERTIFICATE OF COMPLETION **(Begins with Incoming Freshmen of 2018-2019)**

A Certificate of Completion is not a high school diploma or an Alternate Diploma, but rather an acknowledgement of the student's participation in and completion of his/her Individualized Education Program (IEP). Students eligible to receive a Certificate of Completion must adhere to a fixed set of criteria.

GRADUATION OPTIONS FOR THE SUBJECT AREA TESTING PROGRAM
(SATP2; MAAP)

State Board Policy 3804 and 3803 provides approved options for students to meet the high school end-of-course subject area test graduation requirements through approved alternative measures. State Board Policy 3804 and 3803 applies to past, current, and future Mississippi students.

While it is possible that a student will meet one of these options before taking the subject area test, this policy states that a student is eligible to use any of these options once he or she has failed to pass any required end-of-course subject area test.

Specifically, students may meet the graduation requirement outlined in State Board Policy by attaining any one of the measures in the Graduation Options Quick Reference Chart for the Subject Area Testing Program Requirements.

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

The following graduation options provide opportunities for students to obtain a certain score or level on the ACT, ASVAB, ACT Work Keys, MS-CPAS2, or other state-approved industry certifications. Students also may obtain a grade of “C” or higher in a dual credit/dual enrollment course, corresponding to the end-of-the-year assessment that was not passed.

Assessment Options	Algebra I	Biology I	English II	U.S. History
ACT	17 (ACT Math Sub- Score)	17 (ACT Science Sub- Score)	17 (ACT English Sub- Score)	17 (ACT Reading Sub- Score)
Dual Credit/ Dual Enrollment/ College Credit	C or higher in MAT credit-bearing course	C or higher in BIO credit-bearing course	C or higher in ENG credit-bearing course	C or higher in HIS credit-bearing course

Notes:

- ACT sub-scores resulting from non-college reportable accommodations **can** be used for graduation options, but the scores are non-college reportable.
- ACT sub-scores resulting from Residual ACT Testing **cannot** be used for graduation options.
- This option is available regardless of when the student took the SATP2 or MAAP assessments.

CONCORDANCE TABLES:

The Graduation Options listed below are applicable to any Subject Area Testing Program assessment.

ASVAB + MS-CPAS or Industry Certification	Must have an ASVAB AFQT score of 36 plus one of the following: <ol style="list-style-type: none">1. CPAS score that meets the attainment level assigned by Federal Perkins requirements (Year 1 and 2 combined for an average of 60 or above) OR2. Industry certification attainment based upon industry standards (only MDE approved certifications may be used)
ACT Work Keys + MS-CPAS ² or Industry Certification	Must have a Work Keys Silver Level plus one of the following: <ol style="list-style-type: none">1. CPAS score that meets the attainment level assigned by Federal Perkins requirements (Year 1 and 2 combined for an average of 60 or above) OR2. Industry certification attainment based upon industry standards (only MDE approved certifications may be used)

Note: The college credit option is only applicable if the student is enrolled in high school and college at the same time.

GRADUATION:

PARTICIPATION IN THE COMMENCEMENT CEREMONY:

While participation in the graduation exercise is not a requirement for graduation, seniors who plan to participate in commencement must attend practice and must be on time. A schedule will be given to each senior during the last week of April explaining all details.

Graduates who choose not to participate in the graduation ceremony may pick up their diploma at school the day following the ceremony.

GRADUATION EXPENSES:

There are many expenses associated with one's senior year. These include, but are not limited to, a class ring, invitations, cap and gown, and senior portraits, which can accumulate! The school does emphasize, however, that it cannot predict nor can it assume responsibility for a senior's performance in course work. It is, therefore, the student's responsibility to determine one's own status relative to graduation and the purchase of any of these items.

Invitations, class rings, cap and gown, pictures, and other graduation expenses incurred by the student will not guarantee graduation from high school. Seniors will be permitted to order these materials if it is possible to complete graduation requirements; whether the senior is allowed to graduate is based on successful completion of the year's program.

Graduation ceremonies are held for all students who have met graduation requirements.

CURRICULUM INSTRUCTIONAL PROGRAMS AND SERVICES

Please Note: Please see **YCSD Instructional Management Plan** for the comprehensive list and description of all of the curricular programs and platforms utilized by the faculty and students, at each school campus, in the District.

CREDIT RECOVERY:

Grade Results provides online courses and a comprehensive set of credit recovery, credit acceleration, remediation, alternative, and special education services to students. The program is designed to help students recover credits that were previously failed. Grade Results is research-based and offers an extensive, personalized and ever-expanding curriculum powered by a cutting-edge, one-to-one delivery system. Not all classes are offered through **Grade Results** and not all students are eligible. Students must consult with their school counselor to determine if they are eligible for the program. Once work is completed, students will earn a 65 and receive credit for the previously failed class. Students may recover credits for up to two courses per year. Only four credits earned through credit recovery may be used.

DUAL CREDIT:

Yazoo County High School will offer Dual Credit courses through Institutions of Higher Learning. The purpose of this program is to provide the opportunity for high school students to earn college credit prior to graduation from high school. Dual credit courses will also count as an advanced elective credit toward a high school diploma.

To be eligible for enrollment in dual credit courses, students must:

- Have an overall GPA of 3.0 or higher;
- Have earned 14 core credits or be classified as a junior or senior;
- Passed a minimum of 5 credits from courses taken in the preceding school year;
- Not have any disciplinary infractions resulting in expulsion; and
- Pay the required course fee to the appropriate Institution of Higher Learning.

The grade earned from the Institution of Higher Learning will be the grade awarded and assigned for dual credit at the high school. The grade will become a part of the high school GPA and will affect class ranking. Preference will be given to seniors for dual credit classes. Juniors will then be placed according to highest GPA and availability in classes.

SCHOOL COUNSELING AND SOCIAL EMOTIONAL LEARNING PROGRAMS AND SERVICES:

Counseling services exist to lead in the development of students as they progress through school. These services are designed to help all students in their educational planning, career decision-making, and personal-social development. Counselors are committed to collaborating with students, parents, and other stakeholders, as advocates, to help students gain the greatest benefit from their school experiences.

Comprehensive social emotional learning programs and services are vitally important to the Yazoo County School District in successfully “Creating Next Generation Leaders” by educating students from a holistic perspective and point-of-view. The District has taken a comprehensive approach to implementing and providing the best of evidenced-based social emotional learning

programs and services from the pre-kindergarten level to the 12th grade as students become young adults. Programs utilized throughout students' educational journeys are designed to address the following:

- Managing behavior;
- Showing empathy toward others;
- Conducting social awareness;
- Building strong relationships;
- Maintaining personal responsibility;
- Setting goals; and
- Making responsible decisions.

“SPECIALS” IN THE ELEMENTARY SETTING:

Each student will have one specific “special” class per day. These classes will include music, physical education, health, technology (STEM/Maker Space), general computer science, and library/media.

Students will participate in a variety of activities and be provided a well-rounded education. Specifically, in **music class**, students will explore different styles and genres of music through singing, listening, playing instruments, and movement. Musical skills are developed throughout the year.

Additionally, **physical education classes** provide a time for exercising and participating in cooperative games, as well as competitive games. Students learn the importance of good sportsmanship and physical exercise. Schools offer physical education classes that provide cognitive content and learning experiences in a variety of activity areas such as basic movement skills, physical fitness, rhythm and coordination, and competitive games. Through many planned physical activities, each student should reach the optimum physical, mental, emotional, and social level of development. Students are encouraged to wear comfortable shoes and clothes.

Please let us know if your child ever has any temporary special needs that would prevent him/her from participating as physical education is a state-mandated requirement (injuries, sickness, etc.).

Computer Science/Technology (STEM and Maker Space) prepares students for a world of 21st century world of technology by providing instruction in science, technology, engineering, robotics, computer ethics, care, and use. Students work on various programs, such as Coding, each week. A dedicated STEM/STEAM classroom is equipped with various types of instructional materials and equipment such as the following:

- Design and Engineering Centers;
- STEM Challenges;
- Robots and Robotic Activities;
- Real-World STEM/STEAM Challenge Kits;
- Project-Based Learning Units; and
- Maker Space Projects and Challenges.

In the library/media center, every child has an organized time to visit and participate in checking out books, reading digital versions of literature and informational text, and/or participating in a Maker Space Activity and/or Challenge!

ABSTINENCE POLICY:

ABSTINENCE-ONLY SEX EDUCATION: ICG

BELIEF:

The **Yazoo County School Board** believes that every student has the right to accurate information concerning the prevention of pregnancy and sexually transmitted infections.

The **Yazoo County School Board** is committed to fostering community partnerships that educate both students and parents about this important topic. The District seeks to affirm its commitment to creating healthy and responsible teens by fully complying with the Mississippi Code of 1972, Annotated, Section 37-13-171, by the following:

- Adopting educational programs designed to help students and parents take action to reduce rates of teen birth and sexually transmitted infections and integrating such programs into already established classes, and
- Establishing principles, guidelines, and strategies for implementing effective abstinence-only sex education programs, referred to in state law specifically as “Abstinence-Only” education programs.

The District shall utilize an age-appropriate, evidenced based, medically accurate, “Abstinence-Only” curriculum from the list of curricula approved and recommended by the Mississippi Department of Education (MDE), including as one choice, the curricula of “Abstinence-Only” developed by both the Mississippi Department of Human Services and the Mississippi Department of Health, if such curricula are on the MDE’s approved curriculum list.

ABSTINENCE-ONLY EDUCATION:

The **Yazoo County School Board** has adopted a Mississippi Department of Education approved “Abstinence-Only Education Curriculum” and the following applies:

- Requires the implementation of such program and curriculum in the **Yazoo County School District** in the 7th grade;
- Requires boys and girls in the 7th grade to be separated into different classes when “Abstinence-Only” sex-related education is discussed or taught;
- Prohibits any teaching that abortion can be used to prevent the birth of a baby; and
- Prohibits instruction and demonstrations on the application and use of condoms.

Definition:

“**Abstinence-Only**” education includes any type of instruction (in the 7th grade) that teaches some or all of the following:

- the social, psychological, and health gains to be realized by abstaining from sexual activity;
- the likely negative psychological and physical effects of not abstaining;
- the harmful consequences to the child, the child’s parents and society that bearing children out of wedlock is likely to produce, including the health, educational,

- financial and other difficulties the child and his or her parents are likely to face, as well as the inappropriateness of the social and economic burden placed on others;
- the notion that unwanted sexual advances are irresponsible and teach how to reject sexual advances and how alcohol and drug use increases vulnerability to sexual advances;
 - the notion that abstinence from sexual activity before marriage, and fidelity within marriage, is the only certain way to avoid out-of-wedlock pregnancy, sexually-transmitted diseases and related health problems; and that
 - the current state law related to sexual conduct, including forcible rape, statutory rape, paternity establishment, child support, and homosexual activity; and
 - that a mutually faithful, monogamous relationship, in the context of marriage, is the only appropriate setting for sexual intercourse.

No program of instruction under this “**Abstinence-Only**” curriculum may include anything that contradicts excluded components specified in state law. The instructional program may include a discussion on condoms or contraceptives, but only if that discussion includes a factual presentation of the risks and failure rates of those contraceptives.

Parent’s Rights:

Each school, providing instruction or any other presentation on human sexuality in the classroom, assembly or other official setting shall be required to provide no less than one (1) week’s written notice thereof to the parents of children in such programs of instruction. The written notice must inform the parents of their right to request the inclusion of their child for such instruction or presentation. The notice must also inform the parents of the right, and the appropriate process, to review the curriculum and all materials to be used in the lesson or presentation. Upon the request of any parent, the school shall excuse the parent’s child from such instruction or presentation, without detriment to the student.

Procedures:

The superintendent, or his/her designee, shall establish procedures to support this policy. The Superintendent will provide the **Yazoo County School Board** with an annual report on the outcomes of the “Abstinence-Only” education program. If funding is available, this report shall include quantitative, as well as qualitative, analysis of the program and shall include the perspective of students, teachers, and parents/guardians.

Review of Policy:

This policy will be reviewed on an on-going basis in accordance with the Board’s policy review process and/or any potential change in state law.

Justification: This policy shall comply with all applicable provisions of the Mississippi Code of 1972, Annotated, including but not limited to, MS Case Law (1) 37-13-171; (2) 37-13-173; and (3) 37-13-175, as amended and with all other applicable federal and state laws.

DISTRICT-WIDE POSITIVE BEHAVIOR SPECIALIST SUPPORT:

The District-Wide Positive Behavior Specialist observes and assesses students' behavior in a deemed crisis situation and communicates with the student’s teachers, caregivers, and families best-practice for implementing intervention plans and cross-training with other involved educators. This person also observes students in their respective educational environments – analyzing data and conducting appropriate screeners to aid in the success of the student. He/she models the implementation of behavior programs and strategies in the school environment and

facilitates transition activities for specific subgroups groups of students, where applicable and appropriate, providing modifications and adaptations as they relate to support student success. Finally, this person monitors and records progress in terms of, for example, targets on a student's Tier III intervention regarding a behavior/behavior related intervention within the MTSS Systems of Support. This person provides the utmost integrity in maintaining student confidential records and progress reports regarding behavior challenges.

DISTRICT-WIDE DYSLEXIA THERAPY:

The primary purpose of Dyslexia Therapy is to provide daily/bi-weekly/weekly dyslexia language therapy and instruction at each assigned campus, as well as, provide professional development, at each respective campus and District level, as needed and when appropriate according to specified and prescribed District guidelines.

CAREER AND TECHNICAL PROGRAMS/PATHWAYS:

The Yazoo County School District provides multiple career pathway options for high school students including (1) career academies; (2) academic and career technical education programs of study at the high school; and (3) career technical programs of study at the Yazoo City Career and Technical Center. Students interested in career and technical education programs of study should plan their schedule of classes around the career cluster beginning in the 9th grade.

It is the policy of The Yazoo County School District not to discriminate on the basis of race, color, national origin, sex, age, or disability in admission to career and technical education programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

The Yazoo County School District will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all career and technical programs. Individuals with questions, complaints, or needing additional information concerning Yazoo County School District Career and Technical Education offerings and specific pre-requisite criteria may contact the Yazoo County School District Office and speak with Dr. Terri Rhea, Assistant Superintendent @ 662-746-4672.

STUDENT TRANSPORTATION:

Student transportation to and from school and/or school sponsored trips is a privilege. Students are subject to the same student conduct expectation and rules while being transported. This right is maintained whether the YCSD is in charge of transportation of students, or whether the transportation of students has been contracted to a private company or firm.

Reports of inappropriate behavior on the busses are to be directed to the school level. Issues with the driver or safety concerns are to be sent to the **Transportation Director; Mr. Joe Odum @ 662-746-4672 ext. 1210.**

REQUEST FOR TRANSCRIPT:

Release of any information of an official school record shall be in accordance with regulations

governed by **PL93-380**. Upon the written request of a student or parent for transcripts, the transcript shall be sent to any designated college, training agency, or employment office via the software platform -- Parchment.

STUDENT INSURANCE PROGRAM:

Accident insurance, under a group policy, shall be made available to students enrolled in the school of the district. Students participating in student athletics are required to have accident insurance coverage. A signed affidavit from the student's parent/guardian stating they have adequate coverage of their own for their child will be a suitable substitute for coverage under the student insurance program.

FIELD TRIPS AND OTHER PLANNED ACTIVITIES OFF-CAMPUS:

Field trips or excursions have long been a part of the educational program of the Yazoo County School District. The board approves the use of field trips under regulations established by the superintendent and reported to the board.

Administrative Regulations:

The following guidelines are set to implement the planning of field trips and excursions as part of, and directly related to, classroom learning activities:

All trips must be well planned, properly timed, and related to regular learning activities.

Each student who goes on a field trip or excursion must have a "**Yazoo County School District Off Campus Permission Form**" completed and signed by the parent/guardian prior to leaving campus.

Transportation inside and outside the school district is subject to all school policies and regulations. Attention, as well, is paid to the school and classroom discipline procedures in terms of eligibility to attend and off-campus field trip/excursion.

All field trips/excursions are considered educational opportunities and no student will be counted absent from school on the day(s) he/she is on the trip/excursion.

SPECIALIZED PROGRAMS AND SERVICES:

The Yazoo County School District offers specialized programs and services to those students who are found to show identified needs beyond the regular education classroom setting. These services include the following:

- (1) Gifted Education classes;
- (2) Special Education Specially-Designed Instruction and Related Services, as regulated by the Individuals with Disabilities Education Improvement Act 2004 (IDEA 2004); and
- (3) Services as regulated by Section 504 of the Rehabilitation Act of 1972.

Each of these service options involves a referral process and a determination of eligibility dependent on meeting the program criteria for participation.

GIFTED EDUCATION:

Gifted education classes and services are offered to those student(s) grades two through six who meet established criteria. If a parent/guardian feels that his/her student should be considered for gifted education services, she/he should contact his/her student's teacher, guidance counselor at the student's school site, or the gifted coordinator at the administrative office at 662-746-4672.

DYSLEXIA LANGUAGE THERAPY:

In accordance with HB 1031, all students will be screened in the spring of Kindergarten and fall of first grade. If a student fails the screener, the parent or legal guardian will be notified of the screener results and will be invited to attend a Teacher Support Team (TST) meeting. The team and parent will review results and discuss the interventions to support the student's academic needs. If deemed necessary and appropriate, the student may be eligible for dyslexia language therapy as a tier III intervention.

MULTI-TIERED INSTRUCTIONAL SYSTEM OF SUPPORT (MTSS):

State Board Policy IEI:

Yazoo County School District has standardized procedures to ensure that:

- all students can be successful in their learning, and
- all students receive a free and appropriate public education.

A Multi-Tiered System of Supports (MTSS) is designed to meet the needs of every student and is in place in place at all school sites within the Yazoo County School District. One aspect of the model includes the following three tiers of instruction:

- (1) **Tier I:** quality classroom instruction based on the Mississippi College and Career Readiness Standards;
- (2) **Tier II:** focused supplemental instruction, and
- (3) **Tier III:** intensive interventions specifically designed to meet the individual needs of students.

Teachers will use progress-monitoring information to complete the following:

- (a.) Determine if each student is making adequate progress;
- (b.) Determine whether to continue the current intervention that is in place or make any sort of change/revision;
- (c.) Identify any student as soon as he or she is falling behind; and
- (d.) Differentiate instruction to ensure that every student masters essential skills.

Monitoring of student progress is an on-going process that may be measured through informal classroom assessment, benchmark testing, and/or large-scale assessments. If strategies in Tier I are unsuccessful, students will be referred to Tier II for targeted intervention by the classroom teacher. If Tier II interventions are unsuccessful, the student will be referred to the school's Teacher Support Team (TST) for potential discussion of Tier III interventions (intensive interventions).

The school-level MTSS TST is the problem-solving unit responsible for interventions developed at Tier III specifically intensive interventions. Interventions will be designed to address deficit areas, research-based, implemented as designed by the Teacher Support Team and school interventionist, and supported by data regarding

the effectiveness of the interventions.

Parents will be contacted prior to a classroom teacher implementing Tier II interventions and will be invited to participate in the MTSS process when a student is referred to the Teacher Support Team.

Behavioral interventions and support is also part of the MTSS Tier process. Teachers and parents may identify students whose behavior interferes with, his/her success as a learner, to the TST Team through Tier I screening, Tier II targeted behavior support with prescribed targeted intervention, and/or specifically designed Tier III behavior intervention(s) that can be defined as being intensive.

BEHAVIOR SUPPORTS AT TIER I, II, AND III AND INSTRUCTIONAL INTERVENTIONS:

Faculty interventionists work with classroom teachers to implement prescribed interventions to help students improve behaviorally and/or academically. Tier II interventions, academic and/or behavior in nature, are carried out by the classroom teacher, while Tier III interventions are carried out by the school site interventionist and/or the school guidance counselor, with the cooperation of the lead teacher, the classroom teacher, and the Teacher Support Team (MTSS).

CHILD FIND PROCESS:

It is the policy, of the District, that district-wide child identification, location, and evaluation processes and procedures in Yazoo County are ongoing throughout the calendar year.

If you have questions regarding the collection, maintenance, and use of data about your child, you may contact: **Mrs. Gloria Jamison, the Child Find Coordinator @ Yazoo County School District, 94 Panther Drive, Yazoo City, MS 39194 Phone: (662) 746-4672 ext.1022.**

SPECIAL EDUCATION:

The Yazoo County School District provides special education services, which serve students who have physical, mental, communicative, intellectual, and/or emotional disabilities. Related services such as transportation, physical therapy, occupational therapy, adaptive P.E., counseling, and transitional support are also provided as appropriate and necessary.

SPEECH LANGUAGE SERVICES:

Speech language services, a component of special education, is provided to students who qualify for these services through a series of assessments.

PRE-KINDERGARTEN PROGRAM and SERVICES:

Pre-kindergarten is available in the Yazoo County School District. The District has the capacity to serve approximately 60 students (40 students @ BG and 20 students @ LW) – with a population of no more than 20 students per classroom – including both a certified teacher and a paraprofessional.

The pre-kindergarten program in the Yazoo County School District is funded through Title I federal dollars.

HOMELESS STUDENTS:

When a child is determined to be homeless as defined by the Stewart B. McKinney Homeless Assistance Amendment Act, enrollment action, in the best interest of the child shall be taken, pursuant to federal guidelines and **Board policy (JFABD 4-10-13)**.

ELL (ENGLISH LANGUAGE LEARNERS):

When a child is determined to be an English Language Learner as defined by Public Law 107-110, enrollment action, in the best interest of the child shall be taken, pursuant to Federal guidelines, under section 1112 (G) and 3302 of the Elementary and Secondary Education Act and **Board Policy (JAB 4-10-13)**.

MIGRANT STUDENTS:

When a child is determined to be migrant as set forth under Title I, Part C, Public Law 103-382 of the Elementary and Secondary Education Act, enrollment action, in the best interest of the child, shall be taken, pursuant to federal guidelines and Board policy. The Yazoo County School District is a part of a migrant consortium, which is coordinated by Jackson State University.

Any questions may be directed to Marla Rios, 601-212-8013 Mississippi Migrant Education Service Center (MMESC), at MS State University (JABB 4-10-13).

HEALTH SERVICES:

FOR PARENTS AND GUARDIANS:

The following requirements are intended to protect your child. Please help us, to help you, by following these regulations as they are listed below: A child exhibiting any of the following conditions should not be in school:

- Fever and/or vomiting within the last 24 hours;
- Diarrhea;
- Undiagnosed skin and/or eye irritation; and
- Symptoms or any other illnesses not diagnosed by a doctor.

MEDICATION:

Please do not send medicine to school without completing a medication form. Medication forms are provided in the school office for this purpose.

MEDICATION WILL NOT BE GIVEN BY SCHOOL PERSONNEL WITHOUT THIS COMPLETED FORM. THIS APPLIES TO NON-PRESCRIPTION DRUGS AS WELL. ALL MEDICATION MUST BE IN A PROPERLY LABELED BOTTLE OR CASE WITH THE PRESCRIPTION LABEL MATCHING YOUR DOCTOR'S FORM. THE STUDENT'S DOCTOR MUST SIGN THE FORM, REGARDLESS OF THE TYPE OF MEDICATION (prescription or non-prescription).

PLEASE DO NOT SEND PRESCRIBED OR NON-PRESCRIBED MEDICATION WITH A STUDENT TO THE SCHOOL.

ALLERGIES:

Parents should complete a food allergies form and turn it into the front school office and the Child Nutrition department in order for alternate items to be served at breakfast and lunch.

Click here for **Permission to Give Medicine Form**
Click here for the **Allergy Form (need to make links active)**

HEALTH SCREENING:

All students are eligible for certain types of health screening in grades Pre-K-12th Grade.

If you choose to not participate in these screenings, you must provide the principal with written notification within the first week of school.

MEDICAL HISTORY:

The school nurse needs to know all medical problems or allergies that your child may have in order to provide the proper treatment, if necessary. **Medical History Forms must be completed on each child.** These forms will be provided during registration, and also will be in the nurse's office for parents who enroll their child/children after the registration period.

INHALERS AND EPI-PENS NEED TO BE AT SCHOOL THE FIRST DAY WITH COMPLETED MEDICAL FORMS IN HAND. THESE ITEMS SHOULD BE LEFT AT SCHOOL AT ALL TIMES.

If additional information or explanation is needed, please contact your school nurse.

Linwood Elementary 662-673-9191 **Bentonia-Gibbs** 662-755-2270

Yazoo Co. Middle School 662-746-1596 **Yazoo County High** 662-746-1492

INFESTATIONS: HEAD/BODY LICE, SCABIES Infestation: (Invasion of the body by arthropods, including insects and mites):

A student with an infestation, e.g., head/body lice or scabies, is required to comply with District procedures for removal of the insect. Parents are requested to notify the school when head lice are found so the nurse and school staff can check the classroom to prevent further spreading of this pest. Special procedures (see below) are required before a child can be re-admitted to school after having head lice.

The student must be free of live lice and nits (eggs) before returning to school. A pediculicide treatment should be used on the student, and live lice and nits (eggs) must be removed from the hair. A second treatment is required in seven (7) days. Information will be sent home upon request.

Students must be checked by his/her doctor, and/or the school nurse. A return-to-school clearance must be given to the principal, and/or the school nurse, before a student will be allowed to return to the classroom.

School personnel are required by law to report a child's third head lice infestation to the State Department of Health for appropriate action when appropriate and necessary.

HEAD LICE:

First Occurrence: A phone call will be made to the parents or guardian to come and pick up the student and treat the student's hair and other belongings.

Second Occurrence: (same as first occurrence)

Third Occurrence: The parent will be called to come and pick up the student, treat the student's

hair and all personal belongings as well as gain clearance from the Mississippi Department of Health by obtaining a “clearance form” to return to school.

SCABIES (Sarcoptes Scabiei):

Treatment is required with an anti-scabicide medication. Permission to return to school must be given to the principal before admission to the classroom will be allowed.

BED BUGS:

In general, schools are not conducive to bed bug infestations. Bed bugs prefer an environment where they can hide during the day and come out at night to feed on a sleeping host. Because bed bugs can travel in belongings, school employees are trained to identify bed bugs and signs of bed bugs in the classroom and the student’s items. Upon identifying bed bugs or suspected bed bug introduction, the school nurse and/or school administrator will follow designated procedures for dealing with bed bugs.

If the bed bugs are found on the student’s person or a student is experiencing skin conditions that might be associated with bed bug bites, parents/guardians of the affected child will be notified. After an inspection of the affected area, it may be necessary to investigate the student’s home setting.

Parents will be provided educational information regarding bed bugs as a means to assist with the prevention and management of bed bug in their home. The student may **NOT** be allowed to attend school until proof of treatment is obtained.

FIRST AID AND MEDICATION:

Minor first aid is provided in the nurse’s station. If a student becomes ill, the office will contact the parent or guardian. Students must obtain a hall pass from the classroom teacher before going to the nurse or office. If a student becomes ill, it will be reported to the office immediately.

All pupils dismissed, because of an emergency, will be sent home immediately or taken to a doctor only after parents have been notified. If the school is unable to contact either parent, and the emergency warrants such, the school reserves the right to take the pupil to a doctor or hospital.

Finally, the District participates in a partnership with UMMC (University MS Medical Center) in regard to the service of “telehealth medicine” if needed and appropriate. Parents must give permission for his/her student to participate in this service free-of-charge. Parents are provided a written summary of the “telehealth medicine” visit regarding his/her child.

CHILD ABUSE POLICY:

It shall be the policy of the Yazoo County School District for all employees to be aware of any suspected child abuse within the district.

Each district employee has a responsibility to observe students closely, watching for sudden changes in behavior. Remember that one only has to suspect abuse. Employees are required by law to report any signs of abuse to their immediate supervisor.

Once the information is reported to the school principal, the school principal will notify the proper authorities, as well as, the superintendent or his/her designee.

STUDENT CONDUCT and BEHAVIOR **SCHOOL DISCIPLINE**

STUDENT RESTRAINT AND SECLUSION POLICY:

Student Restraint and Seclusion (Cross Ref: BOARD POLICY JCBA, MS CODE: 37-9-69; 37-11-57)

The Yazoo County School District Board of Trustees supports a positive approach to behavior that uses proactive strategies to create a safe school climate that promotes dignity, creates authentic student engagement, and improves student achievement for all students.

In accordance with Miss. Code Ann. §§ 37-9-69 and 37-11-57, it is recognized that staff may intercede in situations wherein students are displaying physically violent behavior or are deemed to be a danger to themselves or others. The use of excessive force or cruel and unusual punishment regarding student management is prohibited. Restraint and/or seclusion shall not be utilized as a punitive measure.

Only school personnel trained in the use of restraint and seclusion should be used to observe and monitor these students. Staff engaged in monitoring students shall have knowledge of effective restraint and seclusion procedures, emergency procedures, and knowledge of how to effectively debrief students after the use of restraint or seclusion.

This policy, in no way, shall inhibit the right of staff to reasonable self-defense in accordance with the provisions of the 5th and 14th amendments to the Constitution of the United States, or the Constitution of Mississippi, nor negate the obligation of the district to provide a safe work environment.

In any situation, in which a student is a danger to himself/herself or others, and it becomes necessary to contact law enforcement or emergency medical personnel to intervene, not anything in this policy guidance shall be construed to interfere with the duties of law enforcement or emergency medical personnel.

Restraint:

Physical restraint is considered to be an emergency response after all other verbal and non-verbal de-escalation measures have failed in effectiveness. When using physical restraint for students who are a danger to themselves or others, staff should take precautions necessary to ensure the safety, of the student and the staff members, engaged in restraining the student.

1. Physical restraints that restrict the flow of air are prohibited in all situations;
2. The use of mechanical restraints is prohibited, except by law enforcement; and
3. The use of chemical restraints is prohibited.

Seclusion:

The use of seclusion occurs in a specially designated room or space that is physically isolated from common areas and from which the student is physically prevented from leaving. The room

or space, used for seclusion, may not be locked and staff shall be present to monitor the student. Seclusion shall cease once the student regains control of his or her behavior.

Administrative Procedures:

This policy and the supporting procedures are designed to ensure the safety of all students, school personnel, and visitors. The following provisions shall be adhered to:

- a. Staff and faculty shall be trained at **least annually** on the use of physical restraint and seclusion. Teachers, and other district personnel, shall be trained on how to collect and analyze student data to determine the effectiveness of these procedures in increasing appropriate behavior.
- b. Administrators shall document incidents of the use of physical restraint or seclusion by staff or faculty participating in or supervising the restraint or seclusion event.
- c. A review, of the use of a restraint and seclusion process, shall be conducted by the school to determine if revisions of behavioral strategies are in place to address dangerous behavior or if positive behavioral strategies were not in place at the time of the restraint or seclusion.
- d. The school board shall review this policy and incidents of seclusion and restraint data at a minimum, annually. At a minimum, the Superintendent shall make quarterly reports of incidents of restraint and/or seclusion to the school board. The school district shall report the incidents to Mississippi Department of Education annually.
- e. This policy and supporting procedures shall be reviewed with all staff on an annual basis.
- f. The superintendent or designee shall develop procedures for reporting the use of restraint or seclusion to the local board of education and to the Mississippi Department of Education.
- g. After reviewing the district reports of incidents in which restraint and seclusion were used, if necessary, the superintendent shall make recommendations to the board for possible revisions to this policy. The review and/or revisions to this policy shall be documented on the school board meeting agenda and the subsequent minutes of the school board meeting. The school district or school shall maintain records of its review of and any resulting decisions or actions regarding the use of seclusion and restraint.

Parental Notification:

- a. All parents shall receive, at least annually, written information about the policies and procedures for restraint and seclusion issued by this school district. The written policies shall be included in the code of conduct, student handbook, school board policy manual, and any other appropriate school publication.
- b. Parents or guardians shall be notified verbally, or in writing, on the day of the restraint or seclusion or no later than 48 hours following the incident. In the event a parent cannot be reached by telephone, a letter shall be sent informing the parent of the incident and the person who can be contacted at the school to address any questions the parent may have. At the time the parent is notified, the school shall schedule a debriefing with the parent to discuss the incident.
- c. A complaint from a parent regarding the physical restraint or seclusion of their child may be submitted in writing to the principal. The written complaint must state the student's

name, the nature and date of the restraint or seclusion, the persons involved (teacher, witness, etc.) and requested action.

The principal shall provide an initial response to the complainant within five school days. If the parent is not satisfied with the response, he/she may request (in writing) a review by the superintendent. Within 10 days from receiving the request for a review, the superintendent will issue a decision.

STUDENT BULLYING:

Policy Link:

<https://yazooco.msbapolicy.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/6639/Default.aspx?docId=230695>

STUDENT BULLYING PROCEDURES:

Policy Link:

<https://yazooco.msbapolicy.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/6639/Default.aspx?docId=105583>

The Yazoo County School District does not condone and will not tolerate bullying or harassing behavior. Bullying or harassing behavior is any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication, or any act reasonably perceived as being motivated by any actual or perceived differentiating characteristic that (a) places a student or school employee in actual and reasonable fear of harm to his or her person or damage to his or her property, or (b) creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits.

A "hostile environment" means that the victim subjectively views the conduct as bullying or harassing behavior and the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is bullying or harassing behavior. Bullying or harassing behavior will not be condoned or tolerated when it takes place on school property, at any school-sponsored function, or on a school bus, or when it takes place off school property when such conduct, in the determination of the school superintendent or principal, renders the offending person's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole.

The Yazoo County School District will make every reasonable effort to ensure that no student or school employee is subjected to bullying or harassing behavior by other school employees or students. Likewise, the District will make every reasonable effort to ensure that no person engages in any act of reprisal or retaliation against a victim, witness or a person with reliable information about an act of bullying or harassing behavior. The District encourages anyone who has witnessed or has reliable information that a student or school employee has been subject to any act of bullying or harassing behavior to report the incident to the appropriate school official.

The School Board directs the superintendent or designee to design and implement procedures for reporting, investigating, and addressing bullying and harassing behaviors. The procedures should be appropriately placed in District personnel policy handbooks, school handbooks that include discipline policies and procedures, and any other policy or procedure that deals with student or employee behavior. The discipline policies and procedures must recognize the fundamental right of every student to take "reasonable actions" as may be necessary to defend

himself or herself from an attack by another student who has evidenced menacing or threatening behavior through bullying or harassing. Furthermore, the Yazoo County School District defines “reasonable action” as promptly reporting the behavior to a teacher, principal, counselor, or other school employee when subjected to bullying or harassing behavior.

STUDENT CODE OF CONDUCT
LEVELS OF INFRACTIONS AND CONSEQUENCES:

LEVEL A BEHAVIORS:

These behaviors are usually minor infractions that should be managed by the teacher at the classroom level. However, if a Level A behavior is of a continuous nature, a major nature, or if the teacher’s actions are unsuccessful in correcting the misconduct, then a Level A misbehavior may be, at the principal’s discretion, upgraded to a Level B misbehavior. A record of the action is to be maintained.

DOCUMENTATION REQUIREMENT: Teachers must submit the appropriate disciplinary form.

NOTE: A reasonable effort must be made by the classroom teacher to contact the parent before Level A misbehavior is sent to the Principal to be upgraded a Level B offense

Level A
GRADES Pre-K-5th Grade

ACTIONS:	CONSEQUENCES:
<p>Behavior that includes, but is not limited to:</p> <ul style="list-style-type: none"> ○ Leaving playground without permission; ○ Using bathroom on the ground; ○ Cheating; ○ Disrespect to other students and/or adults on On campus; ○ Littering; ○ Throwing any objects; ○ Sleeping in class; ○ Excessive noise in the classroom, hall, or Cafeteria; ○ Not obeying any posted rules in the classroom and/or other areas of the school building; ○ Improper physical contact; ○ Disregard of authority; and ○ Other behavior deemed by the principal to fall under Level A. 	<ul style="list-style-type: none"> ○ School-Wide Discipline Plan

ACTIONS:

- **Behavior that includes, but is not limited to:**
Dress Code Violation

CONSEQUENCES:

- **First Offense:** Student corrects problem or reports to In-School Suspension (ISS);
- **Second Offense:** Student corrects problem or reports to in-school detention until the student is in compliance; Parent is contacted; and
- **Third Offense:** Out-of-School suspension and continues until parent returns to the school with the student; and
- **Fourth Offense** – Any offense after the third offense will upgrade to level B offense.

GRADES 6-12

ACTIONS:	CONSEQUENCES:
<p>Behavior that includes, but is not limited to:</p> <ul style="list-style-type: none">○ Attending class without appropriate materials;○ Cheating;○ Disrespect to other students and/or any other adults on campus;○ Disruptive conduct to the learning environment;○ Littering;○ Loitering;○ Sleeping in class;○ Improper physical contact (non-physical or argumentative);○ Not obeying posted rules;○ Disregard of authority;○ Any infraction/action listed on the K-5th grade chart above: and○ Other behavior deemed by the Principal to fall under Level A.	<ul style="list-style-type: none">○ School-Wide Discipline Plan

GRADES 6-12

ACTIONS:	CONSEQUENCES:
<p>Behavior that includes, but is not limited to:</p> <ul style="list-style-type: none">○ Four Tardies -- offenses to be viewed per semester	<ul style="list-style-type: none">○ First Offense – Student reports to school office for tardy slip to enter class;○ Second Offense – Student reports to school office;○ Third Offense – Parent Contact; and○ Fourth Offense – Upgrade to Level B

ACTIONS:	CONSEQUENCES:
<p>Behavior that includes, but is not limited to:</p> <ul style="list-style-type: none">○ Dress Code Violation	<ul style="list-style-type: none">○ First Offense: Student corrects problem or reports to In-School Suspension (ISS);○ Second Offense: Student corrects problem or reports to in-school detention until the student is in compliance; Parent is contacted; and○ Third Offense: Out-of-School suspension and continues until parent returns to the school with the student; and○ Fourth Offense – Any offense after the third offense will upgrade to level B offense.

UPGRADE LEVEL A TO LEVEL B INFRACTION:

When a student exhibits continuous misbehavior and consequences given by the classroom teacher have failed to correct the misbehavior, a student may be referred to the principal, along with documentation of prior strategies used by the teacher, to correct the misbehavior. A conference with the principal will determine if an upgrade from Level A to Level B is appropriate.

The principal's list of Level A behaviors, along with a consistent series of consequences, will be used by every teacher to correct misbehavior. Other Level A behaviors and consequences are determined and posted by grade level teachers. Principals may, at times, exercise their authority concerning designated Level A behaviors and apply consequences whenever necessary.

Parental contact should be a step in every teacher's assertive classroom discipline plan or grade level discipline plan.

LEVEL B INFRACTIONS AND BEHAVIORS:

These behaviors are either (1) of a more serious nature than Level A misconduct or (2) Level A misconduct that, due to the frequency of the behavior or ineffectiveness of the teacher's actions, have been upgraded from Level A. Misbehavior classified as Level B or upgraded to Level B requires intervention by the Principal. Students exhibiting Level B behavior shall be referred to the office, by teachers, for administrative action and may result in the involvement of law enforcement authorities. A record of action is to be maintained in the Yazoo County School District student information system.

DOCUMENTATION REQUIREMENT: Teachers must submit the appropriate disciplinary form.

Level B INFRACTIONS AND CONSEQUENCES:
GRADES K-5

Behavior that includes, but is not limited to:	CONSEQUENCES:
<p>Behavior that includes, but is not limited to:</p> <ul style="list-style-type: none">○ Gambling;○ Improper touching;○ Racial “slurs;”○ Sexual Orientation “slurs;”○ Destroying school property;○ Spitting at or on someone;○ Obscene gestures;○ Cheating;○ Profanity;○ Indecent exposure;○ Fighting;○ Strong-arm tactics (intimidate/extortion);○ Theft;○ Possession of pornographic material, gang paraphernalia, signs, or symbols;○ Disrespect to teacher or staff person (any adult on the school campus);○ Intimidation (verbal);○ Unauthorized selling of any items by student while at school (i.e., selling chips; candy; snacks; etc.);○ Upgrade from Level A; and○ Other behavior deemed by the principal to fall under Level B.	<ul style="list-style-type: none">○ First Offense – Principal/parent/student conference;○ Second Offense – 1-3 days of in-school suspension; and○ Third, Fourth, and/or Fifth Offense – 1-3 days in-or-out-of-school suspension.

ACTIONS:**CONSEQUENCES:****Level B INFRACTIONS AND CONSEQUENCES:**
GRADES 6-12 Grades**Behavior that includes, but is not limited to:**

- Skipping class (without leaving campus);
- Gambling;
- Throwing inappropriate objects on campus;
- Improper driving on campus;
- Profanity;
- Racial “slurs;”
- Sexual Orientation “slurs;”
- Cheating;
- Unauthorized selling of products not approved by the principal or his/her designee;
- Obscene gesture directed at student;
- Improper physical contact;
- Strong-arm tactics (intimidate/extortion);
- Theft;
- Disrespect to teacher or staff person;
- Unauthorized selling of any items by student while at school (i.e., selling chips; candy; snacks; etc.);
- Any infraction/action listed on the K-5th Grade list above;
- Upgrade from Level A; and
- Other behavior deemed by the Principal to fall under Level B.

- **First Offense** -- Principal/parent/student conference;
- **Second Offense** – 1-3 days of in-school detention; and
- **Third, Fourth, and/or Fifth Offense** – 1-3 days in-or-out-of-school suspension.

Level B INFRACTIONS AND CONSEQUENCES
GRADES K-12**ACTIONS:****CONSEQUENCES:****Behavior that includes, but is not limited to:**

- Cell phones, “smart” watches, watches with computer or internet features, camera or video devices, radios, tape players, sound reproducing equipment, beepers, video game players and any unauthorized items **BEING USED DURING INSTRUCTIONAL TIME;** and
- Additional consequences as noted in the Cellular Telephone/Electronic Device policy may be implemented based on activity occurring at the time of confiscation.

- **First Offense** – device held by school for five (5) days; parent/guardian must pick up cell phone at the conclusion of the five days – if a parent desires to pick-up prior to the end of five calendar days, then he/she must pay the \$25.00 and be provided a receipt documenting method of payment, etc.;
- **Second Offense** – device held by school for ten (10) days; **OR** parent/guardian must pay \$25 fee (cash only); devices will only be returned to the parent/guardian after fee payment;
- **Third Offense** – device held by school for twenty (20) days; **OR** parent/guardian must pay \$25 fee (cash only); devices will only be returned to the parent/guardian after fee payment; and
- **Fourth Offense** – Device held by school for the remainder of the school year.

ACTIONS:**CONSEQUENCES:****Behavior that includes, but is not limited to:**

- Bullying and/or cyber bullying.

- Suspension (in/out of school) and/or referral for change of placement.

Behavior that includes, but is not limited to:

- Bus infractions

GRADES KINDERGARTEN THROUGH EIGHTH:

- **First offense** – Parent conference and/or loss of bus privilege for one to three (3) days depending upon the infraction;
- **Second offense** – Loss of bus privileges for 3 - 5 days ; depending on the infraction;
- **Third offense** – Loss of bus privileges for 5-7 days;
- **Fourth offense** – Loss of bus privileges for 10 days; and
- **Fifth offense** – Loss of bus privileges for 20 days or the remainder of the remainder of the school semester/year.

GRADES NINTH GRADE THROUGH TWELFTH:

- **First offense** – Parent conference and/or loss of bus privileges for three (3) days;
- **Second offense** – Loss of bus privileges for five (5) days;
- **Third offense** – Loss of bus privileges for ten (10) days;
- **Fourth offense** – Loss of bus privileges for twenty (20) days; and
- **Fifth offense** – Loss of bus privileges for the remainder of the school year.

GRADES K-12

ACTIONS:

Behavior that includes, but is not limited to:

- Possession of pornographic material, gang paraphernalia, signs, or symbols;
- Igniting fireworks;
- Water guns, toy guns, or any liquid propulsion device;
- Falsifying information, not giving correct name; etc.;
- Vandalism and/or destruction of school property (including school bus) (less than\$ 50.00)

CONSEQUENCES:

- Refer to Level C consequences

UPGRADE FROM LEVEL B TO LEVEL C

When a student exhibits continuous misbehavior and consequences for Level B misconduct have failed to correct the misbehavior, a student may be referred to the principal for a conference to determine if an upgrade from Level B to Level C is appropriate.

Students who are suspended at the end of school will be required to take all exams on the last exam day. If suspended days exceed the number of days remaining in the school year, the suspension days will be served at the beginning of the next school year.

LEVEL C INFRACTIONS AND CONSEQUENCES

These behaviors are: (1) of a more serious nature than Level B or (2) Level B misconduct that, due to the frequency of the behavior or ineffectiveness of previous actions, has been upgraded from Level B. Students exhibiting Level C behavior shall be referred to the office by teachers for administrative action and may result in the involvement of law enforcement authorities. A record of the action is to be maintained in SAMS; the Yazoo County School District Student Information System.

DOCUMENTATION REQUIREMENT: Teachers must submit the appropriate disciplinary form.

GRADES K-5:

ACTIONS:	CONSEQUENCES:
Behavior that includes, but is not limited to: <ul style="list-style-type: none">○ Flagrant disregard for authority;○ Upgrade from Level B; and○ Other behavior deemed by the Principal to fall under Level C.	<ul style="list-style-type: none">○ Out-of-School suspension for 3 days

GRADES 6-12:

ACTIONS:	CONSEQUENCES:
Behavior that includes, but is not limited to: <ul style="list-style-type: none">○ Obscene gestures directed at teacher or staff;○ Profanity directed at teacher or staff;○ Indecent exposure – yourself or another person;○ Possession of a chemical defense device such as mace;○ Smoking or possession of products (i.e., matches, lighters, etc.) and/or electronic cigarettes/"vapes;"○ Upgrade from Level B; and○ Other behavior deemed by the Principal to fall under Level C.	All Offenses/suspensions may be up to three (3) days based on principal discretion <ul style="list-style-type: none">○ First Offense –Suspension and parent conference;○ Second Offense –Suspension and/or referral for a change of placement; or○ Third Offense – Suspension out of school and will be referred for a change of placement.

GRADES K-12:

ACTIONS:

Behavior that includes, but is not limited to:

- Strong-arm tactics;
- Theft (\$ 51 – \$ 299);
- Leaving campus without permission;
- Flagrant disregard for authority (extreme insubordination);
- Inappropriate intentional physical contact;
- Fighting – physical aggression requiring separation which may result in an injury that may require treatment and/or deemed of a serious nature by the principal;
- Falsifying documentation turned into the school office;
- Unauthorized engaging of the fire alarm;
- Inciting/creating a riot, havoc or disorder;
- Upgrade from Level B; and
- Other behavior deemed by the Principal to fall under Level C.

CONSEQUENCES:

All Offenses/suspensions may be up to five (5) days based on the principal’s discretion.

- **First Offense – Suspension** and parent conference;
- **Second Offense – Suspension** and/or referral for a change of placement; or
- **Third Offense – Suspension** out of school and will be referred for a change of placement.

Behavior that includes, but is not limited to:

- Cell phones, “smart” watches, watches with computer or internet features, camera or video devices, radios, tape players, sound reproducing equipment, beepers, video game players and any unauthorized items **BEING USED DURING INSTRUCTIONAL TIME;** and/or
- Additional consequences as noted in the Cellular Telephone/Electronic Device policy may be implemented based on activity occurring at the time of confiscation.

Additional consequences may be implemented based on the activity occurring at the time of the confiscation.

- If scanning or taking pictures of test, the student may also be recommended for expulsion;
- If scanning or taking pictures of any assessment which is a part of the Mississippi Assessment and Accountability system (state testing), the student will be recommended for expulsion and test will be invalidated; and/or
- Students who inappropriately video, photograph and/or otherwise record any event during normal school hours and/or school sponsored events may be recommended for change of placement.

School personnel will not be held responsible for prohibited items, which have been confiscated.

UPGRADE LEVEL C TO LEVEL D:

When a student exhibits continuous misbehavior and consequences for Level C misconduct have failed to correct the misbehavior, a student may be referred to the principal for a conference to determine if an upgrade from Level C to Level D is appropriate.

Students who are suspended at the end of school will be required to take all exams on the last exam day. If suspended days exceed the number of days remaining in the school year, the suspension days will be served at the beginning of the next school year.

Proper law enforcement officials will be called when necessary.

LEVEL D INFRACTIONS AND CONSEQUENCES:

At this level, school resource school officers are involved. These behaviors are of a more serious nature than Level C. Administrative action is required and shall result in the involvement of local law enforcement authorities or other agencies or organizations. A record of the action is to be maintained.

The Yazoo County Board of Education recognizes that the possession of pistols, firearms or other weapons on school premises or at school functions by persons other than duly authorized law enforcement officials creates an unreasonable and unwarranted risk of injury or death to district employees, students, visitors and guests. Because of such dangers, the school board hereby prohibits the possession of pistols, firearms or weapons in any form by any person other than duly authorized law enforcement officials on school premises or at school functions, regardless of whether any such person possesses a valid permit to carry such pistols, firearms or weapons. In addition to a school board decision, a report will be filed with Youth Court.

DOCUMENTATION REQUIREMENT: Teachers must submit the appropriate disciplinary form.

NOTE: "Student" shall mean a person enrolled in public or private school, college or university, or a person who has been suspended or expelled within the last five (5) years from public or private school, college or university, whether the person is an adult or minor.

GRADES K-12:

The following acts of misconduct are considered major and the student will automatically receive Level D.

ACTIONS:	CONSEQUENCES:
<p>Behavior that includes but is not limited too:</p> <ul style="list-style-type: none">○ Upgrade from Level C;○ Prescription drugs, illegal drugs, alcohol and/or inhalants<ul style="list-style-type: none">a. Selling or distribution;b. Unauthorized use (whether on campus or off campus; students with the odor of use; or at school under the influence); and/orc. Unauthorized possession.○ Arson (willful and malicious burning of any part of a building or its contents);○ Simple Assault or Battery upon a Yazoo County School District employee (the intentional or unintentional, lawful threat by word or act to do violence to the person of another, coupled with an apparent ability to do so, and the doing of some act which creates a well- formed fear in the other person that violence is imminent; the actual unlawful and intentional touching or striking of a district employee against his or her will, or the intentional causing of bodily harm to district employee);○ Aggravated assault upon a student by a student; and/or○ Possession of firearms or other deadly weapons (A weapon is defined as any gun, rifle, pistol or other firearm of any kind, or any dynamite cartridge bomb, grenade, mine, live bullet rounds and clip or powerful explosive on educational property. A weapon is further defined as any BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, and/or switchblade knife. <p><i>(continued on next page)</i></p>	<ul style="list-style-type: none">○ On the first offense, the student or students will receive an out-of-school suspension (of up to ten days). The student or students will be referred for a change of placement;○ State law requires that any student in any school who possesses any controlled substance is in violation of the Uniform Controlled Substance law, a knife, a handgun, other firearm, or any other instrument considered to be dangerous and capable of causing bodily harm or who commits a violent act on educational property as defined in Section 97-37-17, MS Code of 1972, and MS Code Section 37-11-18 shall be subject to automatic expulsion by the Superintendent or Principal from such school. This expulsion will be a change of placement to the alternative program. Such expulsion shall take place immediately subject to the constitutional rights of due process. If the student was expelled or is a party to any expulsion proceeding for an act of violence, weapons, alcohol, illegal drugs, or other activity that may result in expulsion to the alternative program, the school district shall not be required to grant admission or enrollment, back in the regular school environment, to the student before one calendar year after the date of expulsion to the alternative school program; and/or○ The parent or guardian will be notified, and a hearing before the District Discipline Hearing Placement Committee will be scheduled to determine a punishment. The Principal may suspend the student from school until the District Placement Committee has met and determined a punishment and the final outcome. That decision will be forwarded to the school board for further action.

(LEVEL D – continued:)

GRADES K-12:

The following acts of misconduct are considered major and the student will automatically receive Level D.

ACTIONS:	CONSEQUENCES:
<p>Behavior that includes but is not limited too:</p> <p><i>(continued from previous page)</i></p> <p>black jack, metallic knuckles, razors, and razor blades (except solely for personal shaving), any sharp-pointed or edged instrument except instructional supplies [this does not apply to the blade of a pencil sharpener which has been removed for the purpose of harm to school property and/or others], unaltered nail files and clips, and tools used solely for preparation of food, instruction, and maintenance on educational property, and any imitation weapons.);</p> <ul style="list-style-type: none">○ Students who cause, encourage, or aid another individual to possess, use, or transfer a weapon or controlled substance;○ Bomb Threat (Definition: Any such communication directed at school district employee, shelter direct or indirect, which has the effect of interrupting the educational environment or creating a safety hazard or unsafe situation.);○ Explosives (Definition and Explanation: Preparing, possessing, or igniting on school district property, explosives likely to cause serious bodily injury or property damage.);○ Sexual Acts (Definition and Explanation: Acts of sexual nature including, but not limited to: harassment, battery, intercourse, attempted rape, or rape);○ Aggravated Battery (Definition and Explanation) Intentionally or unintentionally causing great bodily harm, disability, or permanent disfigurement; use of a deadly weapon);○ Inciting or participating in a major student disorder. (Leading, encouraging, or assisting in [major] disruptions that result in destruction or damage of private or public property or personal injury to participants or others);○ Theft or vandalism exceeding \$300; replacement cost plus. (Reference: 37-111-19, MS Code of 1972);○ Breaking and entering, pay for damages plus possession and use of chemical weapon such as mace, pepper gas, etc.;○ Transmission, downloading, printing, retrieval, or storage of any material from an unauthorized web site; and/or○ Any other offense which the Principal may reasonably deem to fall within Level D.	

The school utilizes discipline forms whenever a student violates any of the rules and regulations of the school. A copy of this form indicating the violation and action taken is sent home with the student.

THE COPY SENT HOME IS FOR PARENTAL NOTIFICATION. IT IS THE RESPONSIBILITY OF THE STUDENT TO DELIVER THE PARENTAL NOTIFICATION TO HIS/HER PARENT OR GUARDIAN.

BOARD POLICY for SMOKING AND OTHER USES OF TOBACCO:

<https://yazooco.msbapolicy.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/6639/Default.aspx?docId=200962>

BOARD POLICY for INTERROGATIONS AND SEARCHES:

<https://yazooco.msbapolicy.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/6639/Default.aspx?docId=103010>

Interrogations and searches of students will be conducted in accordance with federal and state laws, statutes, and school board policies.

Section I: DESKS

Desks are school property and remain at all times under the control of the school. However, students are responsible for whatever is contained in desks issued to them by the school. School authorities may conduct periodic general inspections at any time for any reason related to school administration. Inspection of desks may occur when there is a reasonable basis to do so, and in those cases, the student or a third party shall be present.

Section II: AUTOMOBILES

The school retains authority to inspect students' automobiles used as transportation to school whether on or off school property. When a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside a student vehicle, the student may be required to open the automobile, including the trunk, for further inspection.

Section III: SEARCH OF STUDENTS

A student's person and/or personal effects may be searched whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials.

If a pat-down search of a student's person is conducted, it will be conducted, in private, by a school official of the same sex with an adult witness present. It will be an extremely rare situation that requires a more intrusive search of a student's person than a pat down. Only if extreme emergency conditions exist, and only upon prior approval by the central office, shall a more intrusive search be conducted. If a search is necessary, it will be conducted in private by a school official of the same sex with an adult witness of the same sex present.

DISCIPLINE AT THE CAREER AND TECHNICAL CENTER:

Students attending the Yazoo City School District as a vocational or technical student from the

high school in this district will be required to adhere to the rules and regulations established by the Yazoo County School District. Students who have received out-of-school suspension from the “home” school or the Career and Technical Center will not be allowed to attend the other for the duration of the suspension.

DISCIPLINE AT THE YAZOO COUNTY SCHOOL DISTRICT SUCCESS CENTER:

The Alternative Program has a separate handbook that lists rules and regulations. Upon assignment to the Alternative Program, students will be apprised of the guidelines for student behavior as stated in the Alternative Program’s student/parent handbook.

STUDENT CONDUCT AFTER SCHOOL/OUT-OF-TOWN SCHOOL SPONSORED ACTIVITIES:

Students traveling in private vehicles to after school activities held either at the high school or out-of town will be the responsibility of their parents. However, once on school property whether at the high school or an event at another school in which the high school is a participant, the students are under the jurisdiction of the school district. Students traveling under school official’s supervision (regardless of means of transportation) are subject to all of the school district’s rules and regulations. *Students should be aware that they and/or their baggage is subject to search before, during and/or after any school-sponsored trip.* School rules apply to any off-campus events regardless of where they are held.

The Mississippi High School Activities Handbook states that the superintendent, principal, coach or other representative of the school shall be responsible for the conduct of those connected with their school, both at home and on trips.

USE OF LAW ENFORCEMENT:

It is the philosophy and belief of the YAZOO COUNTY SCHOOL DISTRICT that the responsibility for managing student discipline violations rests with the faculty, staff, and administration. Thus, we will make every effort to handle such problems in-house, according to the policies and procedures established by the district and the school. However, when violations of state laws or municipal ordinances occur, or when students or parents refuse to work within the established policies of the district and school, or where security of a person or property appear to be in jeopardy, the building level administrators will not hesitate to call the police and initiate arrest and prosecution proceedings.

DRUG USE: YAZOO COUNTY SCHOOLS/JCDAC:

The provisions of this policy statement shall apply to all students during all of the periods of time that they are under and subject to the jurisdiction of this school district, as defined by the laws of the State of Mississippi, and while participating in or going to or coming from any school function sponsored by the principal or other authority of this district.

POSSESSION OF DRUGS OR ANY CONTROLLED SUBSTANCES:

No student attending school in the Yazoo County School District shall be permitted to carry on his/her person or have in his/her possession in any way controlled substances prohibited by federal and state law; alcoholic beverages, morphine, marijuana, cocaine, opium, heroin or derivatives or compounds, drugs commonly called LSD, “pep” pills, tranquilizers, or any other narcotic drug, barbiturate, look-alike drugs, substance ingredient or compound which may cause the person to be under the influence thereof, and no person shall use the same at any

time while subject to the rules and regulations of the school district.

LIMITATIONS OF THIS POLICY:

This policy shall not apply to any student who is under the care of a licensed physician and who is taking medication, which is under the supervision and direction of such physician.

However, the student, parent, and school personnel must adhere to the rules and regulations governing medication as outlined in Board Policy: “JGCA – Administering Medication in School” for this limitation to apply.

PENALTIES:

Any student violating any of the provisions of this policy statement shall, at the sole discretion of the principal involved and the superintendent of schools, be automatically suspended for a period of ten (10) days (subject to a discipline hearing) and may be expelled to the alternative program in the sole and absolute discretion of the school board.

Depending upon the circumstances, the student may be turned over to law enforcement authorities for criminal prosecution. In all such cases of a student found in possession of any substances labeled as “drugs or drug paraphernalia,” the parent or legal guardian must be notified immediately.

DISSEMINATION OF THIS POLICY:

The Yazoo County School Board mandates that this policy be disseminated to all students, parents, and school personnel at the beginning of each school year.

WEAPONS ON SCHOOL PREMISES/JCDAE:

The Yazoo County Board of Education prohibits the possession of pistols, firearms, and any other device/object, which is capable of causing bodily harm to another person. This policy applies to all students, parents, and school personnel, as well as, the general public.

The restrictions on weapons not only applies to the school grounds; it applies to buses, school functions (whether at home, in transit, or at another location), and it applies to any situation or circumstance that directly involves the school.

The only exception to this policy is that of a duly authorized law officer. Anyone having a valid permit to carry a firearm other than an officer of the law shall not be allowed the right to have in his/her possession that weapon which the permit applies on school premises as defined above.

PENALTIES FOR VIOLATING THIS POLICY:

Students will be suspended immediately and may be expelled, to the alternative program, if the evidence warrants such action. The length of expulsion for a student who is determined to have brought a gun to school is a period no less than one year, except that the chief administrating officer of the Yazoo County School District shall be allowed to modify such expulsions on a case by case basis to accommodate students with disabilities. LEGAL REF.: *No Child Left Behind, Gun-Free Schools*

Any student who brings a firearm or weapon to school must be referred to the appropriate criminal justice and/or juvenile delinquency system.

Staff members will be suspended until an investigation into the matter is concluded. If the evidence clearly indicates that the staff member willfully violated this policy, the staff member's contract shall be terminated at that time, and the incident may become a part of the staff member's record.

Anyone not considered school personnel who violates this policy shall be prosecuted to the full extent of law. **LEGAL REF.: *Tinker v. Des Moines*, 393 U.S. 503 (1969); 37-7-301 (e) 37-9-71.**

STUDENT DETENTION AND SUSPENSION:

In-School Detention -- In-School Detention (ISD) is designed to minimize the need for out-of-school suspension except when the student's presence will lead to potential violence or further disruption of others and instruction. In the ISS classroom, students will be required to complete all schoolwork, as well as, complete all work assigned by the ISS monitor.

Out-of-School Suspension— Out-of-school suspension is the denial of the privilege of attending school. Students, under current suspension, shall not be present upon any school grounds or property or attend any school-sponsored activity or event except for a prearranged conference with the principal. Students, under current suspension, who are on school property or attending a school-sponsored event or activity may be suspended for additional days or may be prosecuted for criminal trespassing.

In the case of suspension, by the school principal, the parent and/or guardian shall be notified within 24 hours of such suspension and advised of the reason thereof. If a student is to be sent home during normal school hours, a parent and/or guardian shall be notified before the student is dismissed.

No student shall be sent home during normal school hours until a parent and/or guardian has first been notified.

When unacceptable behavior cannot be corrected by the resources of the school, the board hereby authorizes the school principal or his/her designee, to suspend any student for violation of any published rule or regulation or for any act of misconduct or insubordination as a final effort to influence the student's behavior.

DUE PROCESS:

Students, facing suspension, shall be given oral or written notice of charges against him/her by the principal or his/her designee.

If the student denies the charges, he/she shall be given an explanation of the evidence that the principal or his designee has against him/her and shall be given an opportunity to present his/her side of the story.

In all cases of suspension, the parent and/or guardian appointed by the Chancery Court shall be notified in writing within 24 hours of such suspension giving the reason(s) thereof.

Suspension, in excess of 10 school days, may be given only by the action of the Board of Trustees and then only after such student has been afforded notice, opportunity of a hearing, and other procedural rights consistent with state and federal due process requirements.

A student may request a hearing before the District Disciplinary Committee regarding his/her punishment. Students, under current suspension for 5 or more days, must return to school accompanied by a parent and/or guardian before he/she will be readmitted to school

and allowed to attend class.

A student must complete the suspension before he/she receives credit for previous work done. In reference to any potential second semester suspension, if it occurs at or near the end of the semester, it may be completed during the summer. If a student transfers to another school because of the suspension, they must serve their suspension before they can re-enter any classes in the Yazoo County School District. Student transfers will not be used to circumvent consequences resulting from suspensions.

During the time a student is serving a suspension or expulsion to the alternative program, he/she will not be allowed to participate in or attend extracurricular activities, including graduation, athletic events, band, or any school functions, etc.

DUE PROCESS:

<https://yazooco.msbapolicy.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/6639/Default.aspx?docId=230687>

COMPLAINTS AND GRIEVANCES:

The Board realizes that there may be conditions in the school system that need improvement and that students have some means to effectively express their concerns which will be considered and handled with fairness.

Students' complaints and grievances shall be resolved through orderly processes and at the lowest possible level. However, the Board shall provide channels for eventual hearings, should circumstances dictate.

Complaints and grievances shall be approached in the following manner:

1. The opportunity, shall be provided, to any student or his/her parents to discuss with his/her teacher a decision or situation, which he/she considers unjust or unfair;
2. If the matter remains unresolved, the student or his/her parents, or the teacher, may bring the matter to the principal's attention for his/her consideration and action;
3. The student may also bring the matter to the class officers or the student council for possible presentation to the principal;
4. If the matter is still unresolved, it may be brought to the superintendent for his/her consideration and decision; and/or
5. Complaints that remain unresolved, following any action of the superintendent, may be referred in writing to the Board.

LEGAL REF.: 1972 Education Amendments, Title IX; 45 CFR Part 86; 1964 Civil Rights Act, Title VI; 1973 Rehabilitation Act, Section 504; 45 CFR Part 84

It is the intent of the Yazoo County School District Board of Trustees to comply with all provisions of Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964 and the Carl Perkins Vocational Education Act of 1984, Section 504 of the Rehabilitation Act of 1973 and P.L.94-142.

The Board directs that no person shall on the basis of race, color, national origin, sex, handicap, age, or religion be discriminated against or excluded from or denied the benefits of any program or any opportunity or activity. This action of the Board applies to all applicants for employment in the Yazoo County Schools, present employees, and students.

The school board directs the superintendent of schools to serve as the local officer of compliance. The compliance officer will receive complaints directed toward the school system,

investigate the complaint, and take necessary action. *Questions may be directed to Ken Barron, Ed. D., Superintendent, 94 Panther Drive, Yazoo City, Mississippi 39194, or by calling 662-746-4672. **Click here:** [Complaint and/or Grievance Form](#).*

ANTI-HARASSMENT POLICIES

SEXUAL HARASSMENT:

Sexual harassment in any form that is directed toward students is prohibited. Persons who violate the policy will be subject to the full range of disciplinary consequences up to and including termination (for employees) and expulsion to the alternative program (for students) as dictated by the nature and severity of the violation and other relevant considerations. If appropriate, the circumstances constituting the violation may be reported to law enforcement agencies or child welfare agencies for further investigation and action.

Definition – For purposes of this policy, sexual harassment means unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communications of a sexual nature, and any other gender-based harassment, whether initiated by students, school employees, or third parties, when:

- a. Submission to the conduct is made explicitly or implicitly a term or condition of the student's education, including any aspect of the student's participation in school-sponsored activities, or any other aspect of the student's education;
- b. Submission to or rejection of the conduct is used as the basis for decisions affecting the student's academic performance, participation in school-sponsored activities, or any other aspect of the student's education;
- c. The conduct has the purpose and effect of unreasonably interfering with a student's academic performance or participation in school-sponsored activities or creating an intimidating, hostile, or offensive education environment.

The following are examples of conduct that may constitute sexual harassment, depending on the circumstances:

- a. Verbal harassment or abuse of a sexual nature, including graphic comments, the display of sexually suggestive objects or pictures, and sexual propositions;
- b. Repeated unwelcome solicitations of sexual activity or sexual contact;
- c. Unwelcome, inappropriate sexual touching; and/or
- d. Demands for sexual favors accompanied by implied or overt promises of preferential treatment or threats with regard to the student's educational status.

Initial Confrontation of Accused Harasser Not Required:

A student who invokes the harassment complaint procedure will not be required to present the complaint to the accused or suspected harasser for resolution. Students will be permitted to report allegations of suspected harassment to any appropriate administrator, teacher, counselor, or employee, and such persons have a duty to promptly refer such allegations to the Superintendent or to take such action as may be required by the procedures established under Board Policy.

Sexual Harassment Complaint Procedures Authorized:

In no case will any employee, who is the subject of a complaint, be permitted to conduct, review, or otherwise exercise decision-making responsibility in connection with the processing of the complaint.

Sexual Harassment Complaint Procedures:

Any student who believes he or she has been the victim of sexual harassment may report such acts to any appropriate school administrator on the “Sexual Harassment Complaint Form” located online or by contacting the Assistant Superintendent – Dr. Terri Rhea Assistant Superintendent -- at the District Office. The Board encourages the reporting party to reduce all complaints to writing but oral reports shall be considered complaints as well.

A. Reporting: The school principal or designee is the person who should receive the initial oral or written report(s) of sexual harassment at the school-site campus level. In the event a principal appoints a designee, such designation should be conspicuously posted. In accordance with Board Policy, however, the principal/designee may request, but may not insist upon, a written complaint. If the complainant or reporting party refuses to make or sign a written complaint, the principal/designee should carefully document the allegations in writing and record the date and circumstances of the interview. In addition, any other adult personnel, who receives a report of sexual harassment, shall inform the campus principal/designee immediately. Failure to forward any harassment report or complaint as provided herein, may result in disciplinary action against the principal/designee/personnel. If the complaint involves the campus principal/designee, the complaint shall be made or filed directly with the Title IX Coordinator, Dr. Terri Rhea Assistant Superintendent, by the reporting party or complainant.

B. Investigation: By authority of the Board, the campus principal/designee, upon receipt of a report of complaint alleging sexual harassment, shall immediately undertake or authorize an investigation. The investigation may be conducted by school officials or by a third party as deemed appropriate under the circumstances. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods deemed pertinent by the investigator. In determining whether alleged conduct constitutes a violation of this policy, consideration should be given to the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances. The investigation will be completed as soon as practicable. The investigator shall make a written report to the principal/designee upon completion of the investigation. If the complaint involves the principal/designee, the report may be filed directly with the Title IX Coordinator. If the complaint involves the Superintendent/or Title IX Coordinator, the report may be filed directly with the School Board President.

The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy. Upon receipt of a report, the appropriate administrator will take appropriate action or make an appropriate recommendation. Such action or recommendation may include any sanctions as listed in the Student Code of Conduct and/or employee handbook, including but not limited too: a warning, a verbal reprimand, a written reprimand, counseling, reassignment, suspension to

the alternative program, or termination (if an employee). The result of the investigation of each complaint filed under these procedures will be reported in writing to the complainant in accordance with state and federal law regarding data and records privacy.

C. No Retaliation: The Board will discipline or take appropriate action against any student, teacher, administrator, or other school personnel who retaliates against any person who reports alleged religious, racial or sexual harassment or violence or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

D. Right to Alternative Complaint Procedures: These procedures do not deny the right of any individual to pursue other avenues of recourse, which may include filing charges with the Federal Office of Civil Rights, initiating civil action, or seeking redress under state criminal statutes and/or federal law.

E. Harassment or Violence as Abuse: Under certain circumstances, alleged harassment or violence may also be possible abuse under Mississippi Law. If so, duties of mandatory reporting under appropriate Mississippi Code Sections shall apply.

DISTRICT DRESS CODE:

Optimal learning situations depend on the best possible behavior and attitude of the student. Students are encouraged to take pride in themselves and to strive to meet public appearance expectations for success.

Students should be neat and clean, thus reflecting favorably on themselves and the school. 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 as outlined further below in this approved dress code for students.

It is believed, by the administration, that parents/legal guardians, as well as teachers, should recognize the main purpose of public education is to provide an education for the students that will allow them to become productive citizens in our society. Thus, any disruption or concern, caused by the student, as a result of dress, would call for appropriate disciplinary action by the school authorities.

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 the approved dress code, the principal or his/her designee will be the final authority.

In summary, all students are expected to be clean and appropriately dressed for school. Dress and appearance must not present health or safety problems or cause disruption to any learning environment and should encourage a serious and successful approach to school. The Yazoo School District Board of Education prohibits any clothing or grooming that in the principal's judgment may reasonably be expected to cause a substantial disruption of, or interference with, normal school operations. The local school site principal will be the final authority for determining appropriate dress within the framework of the policies, processes, and procedures below.

General Regulations of the Dress Code:

1. Clothing advertising alcoholic beverages, drug culture(s), or clothing with obscene language or gestures shall not be worn;
2. Shoes shall be worn at all times; however, shower shoes, slides, flip-flops and/or slippers shall not be worn. When participating in PE class, students should wear shoes with non-marking soles.
3. Jerseys shall be worn in a manner as not to conceal anyone's pants, trousers, and/or jeans, which may be considered "sagging;"
4. Shirts, except those with straight hems, shall not be worn unbuttoned.
5. Shirts shall be long enough to cover the stomach;
6. Shirts with slits, that expose the midriff, may not be worn;
7. Shirts shall not be unbuttoned below the second button;
8. Sleeveless shirts shall not be worn;
9. If a student chooses to wear a hoodie, the hood **MAY NOT** be worn inside the building;
10. Hats, head scarves, headbands, rollers, sunglasses, or any other headwear which may interrupt the education process, shall not be worn on campus during normal school hours;
11. Belts shall be fastened;
12. No fraternity jerseys or shirts shall be worn or clothing with slogans and advertisements, including tobacco and alcohol, that are detrimental to a wholesome atmosphere (Mississippi Code Sec. 37-11-39);
13. Walking shorts shall be worn at an appropriate length of 5 inches above the top of the kneecap;
14. Bike shorts, bicycle shorts, and/or any type of spandex clothing may not be worn;
15. No pants and/or jeans, with holes, exposing skin more than 5 inches above the top of the kneecap, shall be permitted;
16. Leggings may only be worn under appropriate dress-length, tunic-style garments. Leggings/Tights **ARE NOT** pants and **WILL NOT** be allowed unless one's shirt, blouse, t-shirt, etc. is long enough to be considered to be of "tunic length;"
17. Dresses, skirts, and shorts shall be worn at the appropriate length of 5 inches above the kneecap;
18. Dresses, skirts, and shorts with a long slit up the sides may not be worn;
19. Clothing shall not be excessively low in front or back; dresses shall not be backless or strapless or expose one's midriff;
20. Grooming or dress styles, such as transparent clothing or indecent clothing, which could disrupt proper classroom atmosphere or disrupt classroom management will not be condoned;
21. All garments shall be worn in a conventional manner;
22. A belt must be worn if pants are loose fitting – pants must be worn at the waistline -- Under **NO** circumstances, will a student be allowed to wear pants that "sag;"
23. Appropriate shoes and under garments shall be worn in that they are considered as a part of necessary dress;
24. All students shall be clean and appropriately groomed at school -- Dress or grooming that is dangerous, presents a health hazard, or is immodest, will strictly be inappropriate for school—such as pajamas; and
25. Extreme or unusual grooming or dress styles, which could disrupt proper classroom atmosphere, disrupt school decorum, or would be disruptive to school discipline will not be condoned or tolerated (e.g., sagging pants, hip huggers, lace-up jeans or shorts, etc.).

Please Note: ANY CLOTHING CONSIDERED, BY THE PRINCIPAL OR HIS/HER DESIGNEE, TO BE TOO REVEALING, SHALL NOT BE WORN.

STUDENTS MAY BE SUSPENDED FROM SCHOOL IF THEY FAIL TO ABIDE BY ANY OF THE GUIDELINES LISTED ABOVE.

Please Note: The school administration will be the judge if dress and appearance are in question.

VIOLATIONS OF THE DRESS CODE:

Students and parents are reminded that the dress code is in effect both at school and at school sponsored activities on and off campus.

Results/Consequences of A Dress Code Violation:

1. The **first violation** results in a warning;
2. The **second violation** results in one-day of in-school detention; and/or
3. The **third violation** will result in the student either being assigned in-school detention for 1-3 days or suspended out-of-school one day.

This information, the “**Approved Yazoo County School District Dress Code,**” is communicated, to all of the stakeholders in the District, and shall include one or more of the following mechanisms:

- a. District/School website;
- b. Social Media: Facebook, Twitter, Instagram; etc.
- c. School and/or District Newsletters;
- d. Parent Meetings;
- e. Rapid Notification System and/or Mass Communication Message;
- f. PTA Meetings and/or School Newsletters;
- g. Potential Parent Advisory Meetings;
- h. Television, Radio and/or Newspaper Announcements; and/or the
- i. District Communication App.

GENERAL INFORMATION

Every Student Succeeds Act ESSA Requirement:

Every Student Succeeds Act (ESSA) prohibits the use of funds authorized under this Act to be used to:

- 1) Develop or distribute material, or operate programs or courses of instruction directed at youth, that are designed to promote or encourage sexual activity, whether homosexual or heterosexual,
- 2) Provide sex education or HIV-prevention education in schools unless that instruction is age-appropriate and includes the health benefits of abstinence, and
- 3) Operate a program of contraceptive distribution in schools.

Legal Ref: MS Code 37-13-171, 37-13-173, 37-13-175

FEE POLICY:

This school board hereby authorizes the superintendent to charge reasonable

fees, but not more than the actual cost, for the following:

- Fees designated by the superintendent as fees related to a valid curriculum educational objective, including transportation; extra curricular activities, and any other educational activities, of the school district, which are not designated by the superintendent as valid curriculum educational objectives, such as band trips and athletic events; and
- All fees authorized to be charged under this policy, except those fees authorized under subsection (1) (c) of this policy, shall be charged only upon the condition that a financial hardship waiver may be granted upon request pursuant to the following below.

FINANCIAL HARDSHIP WAIVER POLICY:

All fees authorized to be charged under subsections (a) and (b) of the Fee Policy above shall be charged only upon the following conditions:

- a) Applications for hardship waivers shall be kept in the strictest of confidence with all files and personal disclosures restricted from review by the general public;
- b) Pupils eligible, to have any such fee waived, as a result of an inability to pay for said fees, shall not be discriminated against nor shall there be any other identification of any pupil who has received a financial hardship waiver by use of special tokens or tickets, announcements, posting or publication of names, physical separation, choice of materials or by any other means;
- c) In no case shall any of this school district's procedures expose any pupil receiving a hardship waiver to any type of stigma or ridicule by other pupils or school district personnel; and
- d) The confidentiality provisions, of this policy, shall apply equally to any students who have an inability to pay any fees authorized under section C of the Fee Policy above.

In no case shall the inability to pay the assessment of fees authorized under the provisions of the Fee Policy above result in a pupil being denied or deprived of any academic awards or standards, any class selection, grade, diploma, transcript or the right to participate in any activity related to his/her educational advancement and success.

Student Publications:

Student publications, such as an annual or yearbook, are subject to and will be expected to meet standards associated with responsible journalism. The principal and student publication sponsor are responsible for the content of such publications.

Student Responsibilities Are:

- 1) To abide by the laws, policies, procedures, and processes of the local board of education, as well as, respect for individual school rules and policies regarding student publications;
- 2) To communicate in a respectable manner consistent with good education practices;
- 3) To seek accurate and complete information on the topics approved for publication; and
- 4) To observe the accepted rules for responsible journalism, via digital and print, under the guidance of faculty members.

Student Rights Are:

- 1) To be informed of the laws, policies, procedures, and processes of the local board of education, as well as, respect for individual school rules and policies regarding student publications; and
- 2) To participate, as part of the educational process, in the development and/or distribution of student or school publications consistent with the educational process.

INTERNET and WEB SAFETY

Yazoo County School District **Acceptable Use and Internet Safety Policy:** *Approved by the Yazoo County Board of Education*

The Yazoo County School District's electronic network is available to students and employees, and the goal is to promote educational excellence in schools by facilitating resource sharing, innovations, and communications. As the technological environment is large and varied, the use of technology by students and employees must be legal and ethical; and it should be consistent with the educational vision, mission, and goals of the Board of Education.

The use of the Yazoo County School District's network and devices is a privilege, not a right, and each user is expected to abide by the generally accepted rules of network etiquette and the provisions in this document. Violations of these provisions, or of applicable laws and regulations, may result in the loss of computer services, disciplinary action, to include termination of employment and/or appropriate legal action, and/or assessment of the cost of damages to hardware/software.

The following uses of **District-Provided Internet** access are **NOT** permitted:

- 1) Accessing, uploading, downloading, or distributing pornographic, obscene, or sexually explicit material;
- 2) Transmitting obscene, abusive, sexually explicit, or threatening language;
- 3) Violating any local, state, or federal statute;
- 4) Accessing another individual's materials, information, or files without the permission of that person;
- 5) Violating copyright or otherwise using the intellectual property of another individual or organization without permission;
- 6) Using passwords other than one's own without written permission from that person;
- 7) Vandalizing, defined as any unauthorized access and/or malicious attempt to damage computer hardware/software or networks or destroying the data of another user, including creating, uploading, or intentionally introducing viruses;
- 8) Using the network for commercial purposes;
- 9) Harassing, insulting, or attacking others;
- 10) Giving out personal information on-line such as full name, home address, phone number, etc.;
- 11) Gaining unauthorized access ("hacking") to resources or entities;
- 12) Invading the privacy of individuals;
- 13) Altering the set-up of computers as set by the system administrator;
- 14) Using software which has not been assigned or approved by staff;
- 15) Failing to follow a district policy while using computers or failing to follow any other policies or guidelines established by district administration, teachers, or other appropriate district staff;
- 16) Seeking to gain or gaining unauthorized access to information resources or other computing devices; and
- 17) Accessing chat rooms, and sites selling term papers, book reports, and other forms of student coursework.

The school district maintains the right to limit the content of material that students read due to legitimate pedagogical concerns.

Because the Internet contains an unregulated collection of resources, the district cannot guarantee the accuracy of the information or the appropriateness of any material that a student/employee may encounter. Therefore, before using the district's on-line resources, each student/employee (and the parents/guardians of the student) shall sign and return an **“Acceptable Use Agreement.”**

Students/Employees and parents/guardians shall agree to not hold the district responsible for materials acquired on the system, for violations of copyright restrictions, users' mistakes or negligence or any costs incurred by users.

Additionally, there have been cases of the Internet being used as a tool in credit card fraud, electronic forgeries, and other forms of illegal behavior. Students and employees should be aware that these activities exist, and should exercise extreme caution to prevent themselves from becoming a victim of such scams.

Although the staff continually supervises student use of the Internet while at school, parents are encouraged to have a discussion with their children about values and how those beliefs should guide student activities while using the Internet.

INTERNET SAFETY:

General Warning:

Individual Responsibility of Parents and Users:

All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged pupils. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents, of minors, are the best guide of materials to steer away from at all costs. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the person designated by the school.

Personal Safety:

Always exercise caution and be safe. In using the computer network and Internet, do not reveal personal information such as your home address or telephone number. Do not use your real last name or any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face--to--face meeting with someone you “meet” on the computer network or Internet without your parent’s permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or in a private setting.

“Hacking” and Other Illegal Activities:

It is a violation of Board-Approved Policy to use the School’s computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use, which violates state or federal law relating to copyright, trade

secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

The Yazoo County School District provides access to electronic mail for all employees and for specific and selected student use. Such access is for his/her use in any educational and instructional business that he/she may conduct. Limited personal use of electronic mail is permitted as long as it does not violate Yazoo County School District policy and/or adversely affect others. Electronic mail shall not be used to promote political, religious, and/or personal gains. The Board cannot guarantee the privacy, security, or confidentiality of any information sent or received via electronic mail. Network administrators can review e-mail, file folders, and communications to maintain system integrity and ensure that users are using the system responsibly.

INSTRUCTIONAL MEDIA AND DIGITAL PLATFORMS (LMS):

The Yazoo County School District utilizes video and audio teleconference as part of its school operations including, but not limited to: (1) instructional videos; (2) security footage; (3) and video teleconferences to name a few. At times, instruction is filmed in a live classroom. Any recordings are always available to students to view for their instructional purposes. Recordings and digital learning are intended to supplement the classroom experience and/or to continue the classroom experience in this emergence of the digital age. Additionally, students access all instruction, that supplements teacher face-to-face instruction, via the District's chosen Learning Management System (LMS) – Canvas.

DISTANCE LEARNING:

In the event of a long-term school closure for some unknown unpreventable reason, the Yazoo County School District may make distance-learning opportunities available to students. This may include additional learning endeavors, aligned to content standards, uploaded to Canvas, and applicable to students' online learning opportunities and endeavors. Again, parents must agree to pay for any lost or damaged electronic devices. Additional guidance regarding student devices can be found in the YCSO 1:1 Guidance and Procedure Handbook.

COPYRIGHT RESTRICTIONS:

All copyright laws and regulations, in all formats, including electronic- based works or processes will be enforced. Material that may be copyrighted includes: "Any tangible medium of expression now known or later developed, which can be perceived, reproduced, or otherwise communicated either directly or with the aid of a machine, i.e. books, videos, pictures, etc." (Public Law 94-553 [U.S. Code 17] January 1, 1978.

Public or private educational institutions must comply with copyright laws. A 1980 amendment to the 1976 Copyright Act gives computer programs the same basic protection as other original works of authorship. All material, including graphics, available on the Internet is copyright protected unless otherwise stated. It is illegal to make or distribute copies of copyrighted material without proper authorization.

SECURITY:

Security, on any computer system, is a high priority, especially when the system involves many

users. If you feel you can identify a security problem on the Yazoo County School District network, please contact IT Department. Do not demonstrate the problem to other users. Do not use another individual's account without written permission from that individual. Attempts to login to any system, program, or network as an administrator may result in cancellation of user privileges.

Occasionally, individuals are issued passwords in order to access programs as part of the tasks they perform. It is each individual's responsibility to protect the integrity of those passwords, and password sharing is strictly prohibited. Any individual identified as a security risk or having a history of problems with other computer systems may be denied access.

GOOGLE APPS FOR EDUCATION:

Google Apps for Education (GAFE) is an important tool utilized by teachers and students. GAFE includes Google applications for creating, sharing, and storing documents, assignments, videos, and may include the use of a district student email account. The use of GAFE is at the discretion of the classroom teacher and will only be used when appropriate for the student's learning objectives.

The use of GAFE is governed by the District's Technology Acceptable Use Policy. YCSD encourages all parents to share in the GAFE experience by logging in with your child. The school staff will monitor the use of technology while at school. Parents are responsible for monitoring their child's use of technology from home. Students and faculty are responsible for their behavior and web etiquette at all times.

CONSEQUENCES OF VIOLATIONS:

Consequences of violations, include but are not limited to:

- Suspension of information network access;
- Revocation of information network access;
- Suspension of network privileges;
- Revocation of network privileges;
- Suspension of computer access;
- Revocation of computer access;
- In-School Detention;
- Out-of-School Suspension;
- School Expulsion to the Alternative Program;
- Fines Issued Related to Equipment Damages; and/or
- Legal Action and Prosecution by the Authorities if Appropriate and Necessary.

BOARD POLICIES:

<https://yazooco.msbapolicy.org>

CIPA Policy Link:

<https://yazooco.msbapolicy.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/6639/Default.aspx?docId=104491>

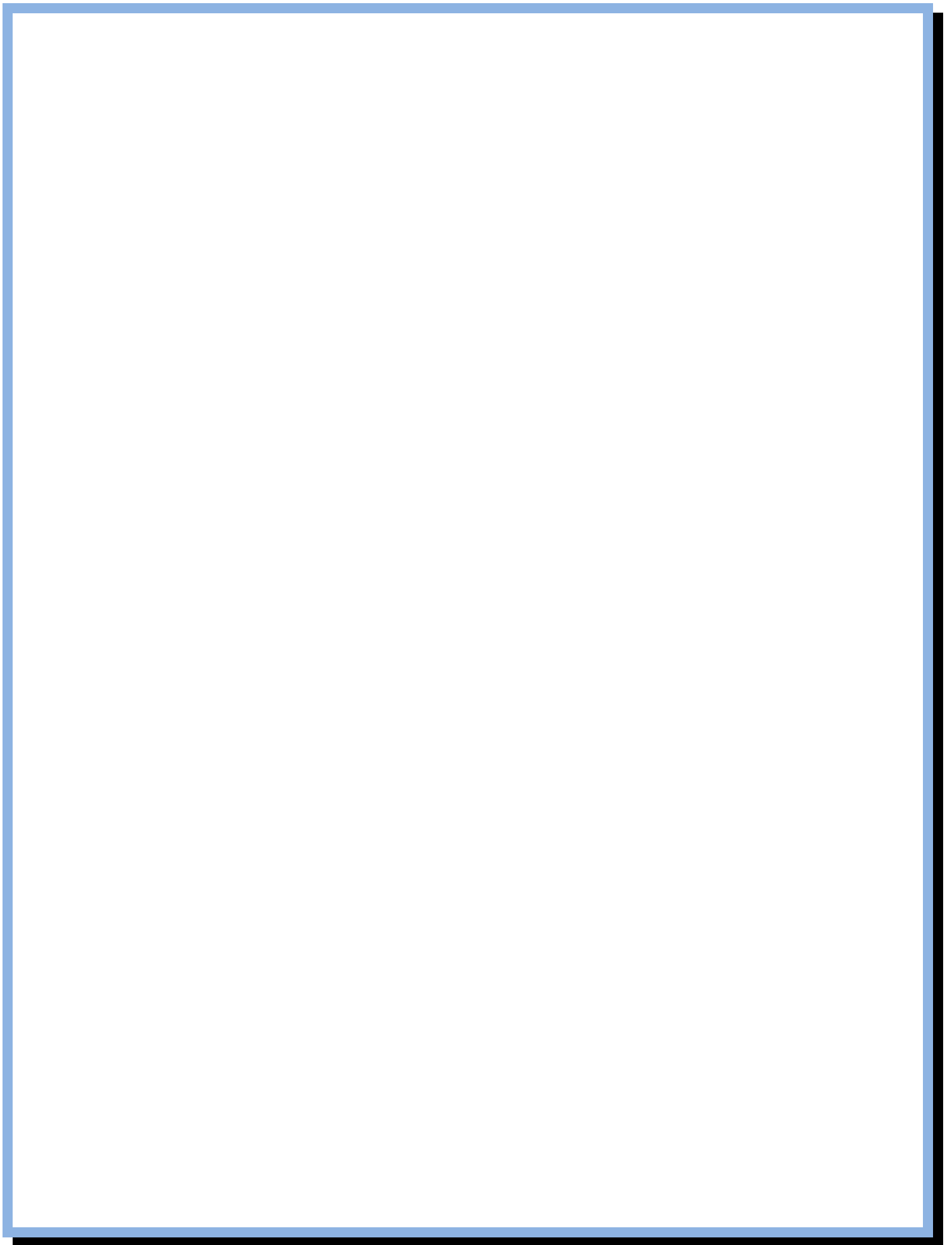
Click here for: [Acceptable Use Agreement](#)

FERPA Policy Link:

<https://yazooco.msbapolicy.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/6639/Default.aspx?docId=200991>

PPRA Policy Link:

<https://yazooco.msbapolicy.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/6639/Default.aspx?doc>



CHILD NUTRITION AND WELLNESS

1. Federally funded programs cannot accrue debt; therefore, students and adults are not allowed to charge meals;
2. Taking food off school premises is prohibited. In order to protect the reputation of the child nutrition personnel, MDE recommends the implementation of the following preventive policies:
 - a) School employees shall not purchase food or other items from vendors who deliver to the food service program;
 - b) Food, leftovers, and scraps shall not be taken from the school premises by school employees except in a school owned vehicle for the purpose of disposal (or taken off the school premises without permission);
 - c) Child nutrition employees are discouraged from using large purses and from carrying large bags and packages from the premises; and
 - d) School employees are prohibited from taking cooked or uncooked food from the cafeteria.

BREAKFAST/LUNCH:

Breakfast and lunch are served each day in the cafeteria. Students who bring their lunch may only purchase milk to drink with their lunch. Extra food sales are available daily. Cash only is acceptable. Students are not allowed to leave campus to purchase food for lunch. Outside fast food is not allowed to be delivered to students unless prior administrative approval is given due to special occasions.

CHILD NUTRITION FOR STUDENTS WITH SPECIAL DIETARY NEEDS:

USDA regulations 7 CFR 15b require substitutions or modifications in school meals for children whose disabilities restrict their diets. A child with a disability is only provided substitutions in foods when that need is supported and documented, by a statement, signed by a licensed physician (**Special Diet Prescription Form**). The Yazoo County School District Child Nutrition Program will work with our students to provide the best accommodations possible.

When in the licensed physician's assessment, food allergies may result in severe, life-threatening (anaphylactic) reactions, the student's condition would meet the definition of a "disability," and the substitutions prescribed by the physician must be made.

Each special dietary request must be supported by a **Special Diet Form**. This form explains the food substitution that is requested. It must be documented and signed by a licensed and recognized medical authority. Special Diet Prescription Forms for Yazoo County School District can be obtained at each school, from the Child Nutrition central office, or online at www.yazoo.k12.ms.us.

The diet prescription should include the following:

- (A) An identification of the medical or other special dietary condition which restricts the child's diet;
- (B) The food or foods to be omitted from the child's diet; and
- (C) The food or choice of foods to be substituted in the "Special Diet Prescription" should be as specific as possible.

For Example: If a child cannot have fluid milk, it should be noted if the child can have

cheese or food products made with milk. If milk is marked to be avoided and no other notations are made, all foods made with milk will not be given to the child. Specific foods that the child can or cannot have should be noted. If a child is prescribed a “rotation diet,” specific guidelines must be given with the diet prescription. Under no circumstances is school food service staff to revise or change a diet prescription. If any changes need to be made, the parent is responsible for obtaining a new diet prescription from the medical doctor.

School food service staff offers special meals, at no additional cost, to children whose disability restricts their diet as defined in USDA’s nondiscrimination regulations, 7 CFR Part 15b. It is advised by the State Department of Education and USDA that all children with diet prescriptions on file obtain new diet prescriptions for each school year. Because food allergies and special dietary needs can change as children get older, it is necessary to obtain updated information from a medical doctor regarding the child’s condition and dietary needs. The food service staff cannot alter a child’s diet prescription without written consent from a medical doctor. Food service staff will work with the child/parent to provide the best meal possible. The Child Nutrition Staff can only accommodate special dietary requests for students. Adults with special dietary needs should review the menu and supplement food from home.

STUDENT WELLNESS:

In furtherance of its commitment to fostering healthy nutritional and physical activities that support student achievement and that promote the development of lifelong wellness practices, the Yazoo County School District Board of Education endorses nutrition education, physical education, active student well-being and generous amounts of activity.

For more information regarding **Yazoo County School District’s** implementation of the wellness policy on nutrition and physical activity, please contact the **Child Nutrition Coordinator, Sade McGee @ 662-746-4672.**

APPENDIX

APPENDIX 1

Asbestos Surveillance of All School Buildings

APPENDIX 1

YAZOO COUNTY SCHOOL DISTRICT

Ken Barron, Ed.D., Superintendent

94 Panther Drive

Yazoo City, Mississippi 39194

To: Parents, Teachers, and School Employees
From: Ken Barron, Ed.D., Superintendent
Subject: Asbestos Surveillance of All School Buildings

As part of an annual notification, we are informing all persons of their option of reviewing the asbestos management plan, which would include documentation of any changes of asbestos containing material in these schools.

To provide continuing management of the asbestos in our schools, all asbestos containing materials (ACM) are inspected every six months by an engineering firm from Jackson, Mississippi. Any changes in the ACM are being recorded in a surveillance report as part of the management plan.

A copy of the surveillance report, along with a copy of the management plan, is located in the principal's office at each school. In addition, a copy of all management plans for the district is maintained in the LEA Asbestos Designee's office located at 94 Panther Drive, Yazoo City, Mississippi, 39194. Any interested party should feel free to go to any of these locations to review these reports.