



**KOSCIUSKO
SECONDARY SCHOOLS**

**STUDENT HANDBOOK
2023-2024**

Kosciusko School District
Secondary Handbook
2023-2024

Whippet Nation,

Welcome to Kosciusko School District, home of the Whippets and a storied tradition of excellence. Throughout our community, excellence permeates our five schools by empowering students and staff to build a culture of greatness. Our greatness is defined by a love for our students and a staff rooted in a deep sense of purpose and efficacy.

In this school district, we are focused on the 3 A's: academics, athletics, and arts. This focus is critical as we work relentlessly to create a culture of greatness, that we are also creating a culture that develops the whole child. By empowering our teachers and staff to create well-rounded students, we hope to project small-town values within our students. At the same time, we want to utilize a level of rigor that allows our students to compete globally.

We will work relentlessly to leverage our greatest asset, our strong sense of community. Kosciusko Schools' storied tradition of excellence was built on the connection between schools and the community. It is our vision that this connection is amplified by creating communities of greatness.

It is our vision that a growing sense of community amongst our students is critical for social and academic well-being. We believe students can be challenged to achieve exponentially more through this focus on individual relationships and community. We will work relentlessly to build these school communities that EVERY student can identify with EVERY day.

In this district, we believe those teacher communities are critical to growth. We believe that this profession is not best achieved in isolation, but rather, professional growth and a sense of belonging amongst educators is the best way to deliver high-octane standards-based instruction to our students. In other words, it is the passion of our people, not the addition of a new program, that creates success.

God bless,
Dr. Zach Bost, #EducatingGreatness

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INTRODUCTION

The Student/Parent Handbook is provided to each student and contains a discipline plan for the district. The parents, guardian, or custodian of each student shall sign a statement verifying the receipt of notice of the discipline policies of the district. This plan or discipline code contains the following: policies and procedures concerning duties, responsibilities, and rights of students as required by law.

ENROLLMENT/ATTENDANCE POLICIES

Admission – Entrance Requirements

According to Accreditation Standard 6.1, effective July 1, 2014 The Kosciusko School District requires all students who were not enrolled in Kosciusko School District the previous year to present:

1. The student's certified birth certificate from the State Department of Health, Bureau of Vital Statistics.
2. A valid immunization certificate for the student **Mississippi State law requires all students to be immunized prior to enrolling in school in Mississippi. The local Health Department or a child's physician may provide the proper certificate to be placed in the child's permanent record. No child can enroll without proof of immunization.
3. Township and Range
4. **TWO (2) proofs of residency are required to enroll a student and must be dated within 45 days of registering the student. Post Office boxes will not be accepted.**
*in care of or % on bills are not accepted

Acceptable Proofs of Residency:

- a) Filed Homestead Exemption Application Form
- b) Utility Bills (Electric, Gas, Water, Cable, Satellite, Internet, Landline, or Garbage)
Note: Cellular phone bills will not be accepted as proof of residency.
- c) Government Assistance (EBT, SSI, Medicaid, Medicare)

****If a child is not in the custody of the parent, the custodial parent must supply legal documentation to the school naming the custodial parent or otherwise be approved by the school administration.**

The Kosciusko School District requires parents to present a state issued identification when they are enrolling.

Residence Verification Procedures for Returning Students

According to Accreditation Standard 6.1, effective July 1, 2014

The Kosciusko School District requires all returning students to present:

I. Two NEW proofs of residency in the parents name. Acceptable Proofs:

- a. Filed Homestead Exemption Application Form
- b. Mortgage Documents, Property Deed, Apartment, or Home Lease
- c. Utility Bills (Electric, Gas, Water, Cable, Satellite, Internet, Landline, or Garbage)
Note: Cellular phone bills will not be accepted as proof of residency.
- d. Government Assistance (EBT, SSI, Medicaid, Medicare)
- e. Personal visit by a designated school district official

****Note:** If a child is not in the custody of the parent, the custodial parent must supply legal documentation to the school naming the custodial parent or otherwise be approved by the school administration.

Residence for school attendance purposes means the legal residence of the student's custodial parent or legal guardian unless the student is classified as homeless.

****NOTE:** The two items used as proofs of residency by the parent(s)/legal guardian(s) **MUST** be in the parent/guardian's name. No temporary enrollment is allowed (unless meeting Title X requirements). If 2 proofs of residency are not provided within 30 days from the first day of school, the parent will be notified and the student will be unenrolled from the Kosciusko School District.

Withdrawal From School

Parent/guardian must sign withdrawal forms from the school office. In the event you are withdrawing from school, you are to get a withdrawal slip from the office **before 8:00 a.m.** of the day you plan to leave. This slip must be signed by each teacher during the day and returned to the office by you at 3:00 p.m. that day. If you have turned in all school issued devices and library books, you will be given your withdrawal forms and report card.

Assignment of Pupils

No minor child may be enrolled in or attend any school, except in the school district of his/her residence, unless such child is lawfully transferred from the school district, in accordance with the statutes of this state. LEGAL REF: Mississippi Code, Section 37-15-13 (1987); Section 37-15-15 (1987); Section 37-15-17 (1987); Section 37-15-21(1987); Section 37-15-29 (1992).

FEES

- **Technology Fee (\$25.00 per student):** charged at the beginning of the school year. The monies from this fee will be used for damage or repairs of technology devices and for software updates. The money not used for these purposes will be used to purchase additional technology devices.

*Unpaid fees for students will result in exams and/or report cards being held until the fee is paid.

**Please note: Any student that causes damage to any KSD electronic devices, intentionally or because of horseplaying, will be required to pay for repairs and may be suspended.*

- **Workbook Fee (\$10):** charged beginning of the school year. The monies from this fee will be used for purchasing any and all workbooks KSD students are issued.

ATTENDANCE LAWS AND POLICIES

The school district must ensure that during the academic school year a minimum of **140 hours** of instruction is provided for each Carnegie unit of credit offered and **70 hours** of instruction is provided for each 1/2 unit offered. An exception is made for accelerated learning programs and remedial instructional programs that are proficiency based.

Consistent with the mission of the Kosciusko School District, student understanding of the importance of prompt and regular attendance in all classes is an important goal of the district staff. Based on the compulsory school attendance law any student who is absent more than 37% of the instructional day must be considered absent the entire day. The Mississippi Department of Education has interpreted that the intent amended section 37-13-91 is to calculate 63% of the individual student's instructional day, not 63% of a school's instructional day. Each individual student's instructional day will vary based on a local school board's policy for early release of high school students, IEP's, dual credit/dual enrollment, participation in extracurricular activities, etc.

LEGAL REF: Mississippi Code 1972 Annotated, Section 37-13-91 amended April 25, 2013.

The district will implement procedures that will monitor and report student absences. When possible, medical, dental, or other personal appointments should be scheduled after school hours. Written documentation, including medical excuses for absences, must be presented to the principal or his/her designees within **three (3)** of the student's return to school. A student may have a maximum of **three (3)** days of absenteeism excused by a parent note, **per semester**. Subsequent absences will be excused **ONLY** if written documentation from appropriate medical personnel, court personnel, or funeral home personnel is presented to the principal or his/her designees within **three (3)** days of the students return to school. If appropriate documentation for any absence is not presented within the **3-day** limit, the absence(s) will not be excused.

Students participating in school activities (such as field trips, FBLA, 4-H, athletic events, Regional and State Science Fair/Reading Fair, etc.) are considered present. **No absence will be excused when it is due to suspension, expulsion, or other disciplinary actions.**

Make-Up Work:

1. The student is responsible for asking for his/her make-up work.
2. Teachers may allow students to make up work prior to a planned absence if approved by the principal, excluding final exams.
3. Students will have the number of days absent, plus one (1) day to complete make-up work.
4. Excused absences that have work made up within the required time limit can earn full credit for the assignment.
5. Work missed as a result of an unexcused absence, even with the knowledge and consent of the parent, cannot be made up for full credit. Unexcused absences that have work made up within must be completed within the required time limit.
6. Work not made up in the required time limit will receive the grade of **zero (0)**.

Absence Reporting and Absences Affecting Academic Credit

Students are expected to be in attendance **ALL** school days (number of school days which are open for students) for academic growth and success are based upon regular attendance. If a compulsory-school-age child who was expected by a school principal or his/her designee to enroll has **NOT** enrolled within **fifteen (15) calendar days** after the first day of the school year, or when a compulsory-school-age child has accumulated **five (5) unlawful/unexcused absences** during the school year of the school in which he/she is enrolled, the principal of that school or his/her designee shall immediately report such absence to the school attendance officer of the youth court or family court within **two (2) school days or five (5) calendar days**, whichever is less. LEGAL REF: Mississippi Code, Section 37-13-91 (1993).

Perfect Attendance

Perfect attendance recognition shall be presented to students who are present 100% of every school day. (Students may not have any check-ins or check-outs to receive this honor).

Check-out from School

Effective August 1, 2017, parent/guardian must physically come to the school to sign a student out. The person signing out students must be 18 years old. When the student returns to school, a parental note or doctor note must be provided. The reason for the check-out will have to be stated in the note and presented to the attendance clerk. Students are not allowed to check-out to go to lunch and then return to the campus. When a student becomes ill or an emergency arises during the regular school day which may warrant early dismissal, the student must report to the school office. Before the student will be allowed to leave school, the student's parents or legal guardian, or person authorized by the parent must come to the school to sign the student out. Based on the compulsory school attendance law any student who is absent more than 37% of their instructional school day (total) in any school day, will be considered absent for that full day.

****Please Note: Lunch, breaks, etc. do not count as instructional time for attendance law purposes.***

Work Release/Early Release (High School Only)

1. Seniors may be released **after the 2nd block**. Students must be in good academic standing must meet College- and Career-Readiness benchmarks of 17 in English and 19 in Math on the ACT sub-score OR earn a Silver level on the ACT WorkKeys suite of assessments and are on track to complete the required Carnegie unit requirement for 12th grade placement or graduation. Parents may sign Seniors out for the semester that have study hall 3rd and 4th block.
2. Juniors may be released **after the 3rd block**. Students must be in good academic standing must meet College- and Career-Readiness benchmarks of 17 in English and 19 in Math on the ACT sub-score OR earn a Silver level on the ACT WorkKeys suite of assessments and are on track to complete the required Carnegie unit requirement for 12th grade placement or graduation. Parents may sign Juniors out for the semester that have study hall 4th block.
3. The student is responsible for completing an Early Release Form with the following signatures: parent, student, principal, counselors and the form must be notarized by a Kosciusko school personnel.
4. The principal and counselors will approve or deny Early Release based on student's graduation track and credits.
5. The student is responsible for following all guidelines of the Early Release Policy or permission will be revoked.
6. Students who are given Early Release must have transportation off school campus and are not allowed to return to campus.

**Exceptions to this are students who are involved in Girls and Boys Basketball and Cheerleaders ONLY. All other athletes will report to their assigned fields during the 4th block.*

***This policy is subject to change based on Graduation Requirements from the Mississippi Department of Education.*

Tardy Policy

Tardies are defined as not being physically present and prepared for class when the tardy bell rings or when the teacher is ready to begin class if extended time is given by the teacher.

Tardy Discipline Policy

Tardies are counted on a semester basis

First Tardy-Third Tardy:	Documented in the teacher's grade book.
Fourth Tardy:	Parent notification and a letter is sent home and returned signed.
Fifth Tardy:	ISR and Parent Contact
Sixth Tardy:	ISR (2) Days and Parent Contact
Seventh Tardy:	One (1) Day of Out of School Suspension
Eighth Tardy:	Minimum Consequence: Two (2) Days OSS

Maximum Consequence: Alternative School

Schedule Changes

Students and parents are encouraged to take course selections in the spring very seriously. Teaching assignments and school schedules are developed based on the subjects selected during the spring. Therefore, courses chosen during spring course selection will remain on the students' schedules. This will ensure that students remain in required and appropriate courses and that instruction may begin on the very first day of school.

Schedules will be given out at designated times during the summer. Only corrections due to incorrect scheduling will be made. The correction will need to be made when the schedule is picked up, not after school has started. Errors should be brought to the attention of the students' counselor prior to the start of school. Errors that require corrections include the following:

- In a class that requires a prerequisite that you do not have
- In the wrong level of a class
- Needing to add a senior requirement
- In the same class twice
- In a class for which you have already received credit

**Any other changes must be approved by the principal.*

CLASSROOM TOPICS

Grading Policy Grades

Grading Scale	Numeric Average
A	90-100
B	80-89
C	70-79
D	65-69
F	Below 65

Academic Conduct

Students are expected to study and perform the tasks given by the teacher. If a student is found to be academically dishonest in any manner, it is up to the teacher to notify the parents and disciplinary actions may occur.

Grading System - 9 Weeks Average

Homework Grades: 10% of Term Average

Must have a minimum of **eight (8)** homework grades per nine (9) weeks period

Daily Grades: 30% of Term Average

Must have a minimum of **seven (7)** daily grades per nine (9) weeks period

Test Grades: 60% of Term Average

Must have a minimum of **three (3)** test grades per nine (9) weeks

9 Weeks Exams: 25% of nine (9) weeks average

Term Average (Homework, Quiz, Test): 75% of nine (9) weeks average

A nine (9) weeks test will not be given at the end of the 2nd and 4th nine (9) weeks due to semester exams being given; therefore, the term average will be counted as the nine (9) weeks average.

Semester Average

To calculate the Semester Average, the first nine weeks average and the second nine weeks average will be averaged to count as 75% of the semester average. A semester exam will be given and count as 25% of the semester average. The same process will apply for the second semester average, using the third nine weeks and the fourth nine weeks average.

**If a student is exempt from a semester exam, then the average of the two nine weeks will count as the semester average.*

Final Average

For a semester course (0.5 credit course) the semester average will count as the final average for the semester course or 0.5 credit course. For a full year course (1 credit course) the first semester average and the second semester average will be averaged for the final average for the course. Numeric rounding is completed on the final average.

Progress Reports/Report Cards

First Term Reports: Progress Report: Wednesday, September 6, 2023
Report Cards: Wednesday, October 18, 2023

Second Term Reports: Progress Report: Wednesday November 15, 2023
Report Cards: Wednesday, January 10, 2024

Third Term Reports: Progress Report: Wednesday, February 7, 2024
Report Cards: Wednesday, March 20, 2024

Fourth Term Reports: Progress Report: Wednesday, April 17, 2024
Report Cards: Friday, May 24, 2024

We would encourage all parents to sign up for ACTIVE PARENT on our school website www.kosciuskoschools.com Your child's grades are listed on ACTIVE PARENT.

Exemption Policy

Numeric Average	1st Semester Days Absent	2nd Semester Days Absent	All Year Absent
90-100	4	4	8
80-89	2	2	4
70-79	0	0	0

DRESS CODE

All Students:

1. Head gear cannot be worn, this includes but is not limited to hats, bandanas, “do rags,” hair picks, sunglasses, rollers, and other styling devices shall not be worn in the hair.
 - Head bands are limited to 2 inches
2. Shoes must be worn at all times (Slides are permitted, but must be worn with socks). Bedroom slippers are not permitted.
3. Any article of clothing with a printed message, word, or phrase may not contain profanity or advertise anything inappropriate.
4. Wallet chains are not allowed.
5. Trench coats or duster style coats are not allowed.
6. Sunglasses are not allowed.
7. Pants must be free of holes or tears that show skin above the knee.
8. Pants must be worn at the waist. No rubber bands are allowed around the pants legs. No pajama pants, sleepwear, or loungewear are permitted. Wind pants and sweat pants with a waistband and pockets are permissible.
9. Shorts are allowed but are limited to 2” above the knee.
 - All shorts must be khaki or denim material.
10. All skirts and dresses must be no shorter than 2 inches above the knee.
11. No sleeveless shirts, spaghetti straps, tank tops, racerback, backless, or off-the-shoulder shirts are permitted. No midriff shirts where exposing skin on the torso is permitted.
12. Clothing must cover cleavage at all times with appropriate undergarments.
13. Sheer or “see-through” garments must have undershirts worn underneath that meet dress code.
14. Body-tight or stretch type pants (including leggings, jeggings, tights) with or without pockets can be worn with a shirt that comes to the mid-thigh.
15. Physically revealing or provocative clothing will not be permitted.
16. Clothing that is unfastened or is not worn in the proper position is not permitted.
17. Any clothing that would identify a student with a gang or any other illegal activity is not permissible.
18. Any clothing that exposes undergarments or is oversized exposing undergarment/skin is not permissible.
19. Piercings are allowed only in the ears.
 - Clear-studded retainers will be acceptable for facial piercings.
20. Face paint is not allowed.

Any dress or personal appearance that the administration feels is disruptive or presents a safety hazard to the instructional process will be dealt with on an individual case basis.

Modifications to the dress code may be allowed by the school administrators for school events.

STUDENT CONDUCT/CONSEQUENCES

Conduct

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

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

The rules of conduct listed below shall apply while a student is under the supervision or jurisdiction of the Kosciusko School District. A student shall be considered under the jurisdiction of this district while in class, on school grounds, on a school bus, attending school activities on school campuses, traveling to and from school, or when representing the school on school trips. Students who do not follow the rules of conduct shall be subject to sanctions or punishments. Punishments may be corporal punishment, detention, in-school reassignment, out of school suspension, referral to the Alternative School, or other appropriate punishment. All sanctions are suggested maximums.

However, the principal may evaluate the seriousness of the incident and impose more restrictive punishment.

Due Process

When a student is confronted with disciplinary action, the board and its administrators shall afford him/her the safeguards of due process as required by applicable law. In any case, the student must be made aware of his/her rights.

- a. The superintendent and the principal of the school shall have the power to suspend a pupil for good cause or for any reason for which such pupil might be suspended, dismissed, or expelled by the school board. However, such action of the superintendent or principal shall be subject to review by the school board. While waiting for a hearing date, the suspended, dismissed or expelled student shall be placed in the Alternative School as temporary placement unless the parent/guardian requests that the student remain at home. The parent or guardian of that child shall be advised of this right to a hearing by the superintendent or principal, and the proper form shall be provided for requesting such a hearing as provided by Section 37-9-71.
- b. In all cases of suspension, the parent, guardian, or custodian shall be notified in writing or by phone within **twenty-four (24) hours** of such suspension giving the reason therefore.
- c. Suspension in excess of **ten (10)** school days may be given only by action of the Board of Education and then only after such a student has been afforded notice, opportunity for a hearing,

and other procedural rights consistent with state and federal due process requirements.
LEGAL REF: Mississippi Code, Section 37-7-301 (e) (1987); Tinker v. Des Moines 393 U.S. 503; Mississippi Code, Section 37- 9-71; Goss v. Lopez, 419 U.S. 565 (1975); U.S. Constitution Amendment XIV; Wood v.Strickland, U.S. 95 S. St. 992 (1975).

- d. A parent/guardian of a student who was suspended for 10 or less days or placed in Alternative School for less than 46 days may be afforded an informal meeting with the administrator who administered the discipline. The parent may set up the meeting through the school office. Matters concerning the discipline issue may be discussed.

If a student is placed in Alternative School for more than 45 days, the student's parent/guardian may appeal to a disciplinary committee.

Bus Conduct

Eligible student will be given the following school bus rules and regulations at the beginning of the school year:

1. Obey the bus driver. Your right to ride the bus depends on this.
2. Do not use profane language.
3. No eating, drinking, or possessing any tobacco products on the bus.
4. No can drinks, plastic, or glass containers allowed on the bus.
5. Do not damage or tamper with the bus or equipment.
6. Stay seated and keep your head, hands, feet, and objects inside the bus.
7. Do not fight, push, or shove.
8. Always cross in front of the bus.
9. Never get on or off the bus while it is in motion.
10. Do not run alongside the bus while it is in motion.

Student cooperation is imperative. Students who do not conduct themselves properly as set forth in the rules and regulations will not be allowed to ride the bus. Severe student behavior on the bus can also result in suspension or other disciplinary action.

Students are to ride only the bus which has been assigned to him or her. If a student needs to ride another bus, the student must have a note from a parent (including parent phone number) and the note must be approved by the school administrator before the student will be allowed to ride.

The school bus driver is responsible to the school district to maintain the student order and to insure maximum safety at all times. Bus drivers are instructed to control students as to proper conduct and safety while they are on the bus. The school principal will be responsible for disciplining students reported to him/her by the driver. Questions and inquiries regarding discipline should be directed to the school principal. Questions and inquiries regarding stops, routes, and student eligibility must be directed to the Transportation Director.

LEGAL REF: Mississippi Code, Section 37-41-1 Pupil Transfer Guide, 1988. Bus Drivers are instructed to not allow anyone to board a bus except employees of the district or Law Enforcement.

Bus Discipline Plan

First Offense:	Parent contact, corporal punishment, or suspension from KSD buses for a minimum of 1 day.
Second Offense:	Parent/guardian notice and suspended from KSD buses for a minimum of 3 days.
Third Offense:	Parent/guardian notice, suspended from KSD buses for a minimum of 5 days and a conference with the school administrator before riding the bus again.
Fourth Offense:	Parent/guardian notice, suspended from KSD buses for a minimum of 10 days and a conference with KSD transportation director before riding the bus again.
Fifth Offense:	Parent/guardian notice, suspended from KSD buses for the remainder of the year and confirmed by contact from the KSD transportation director.

**If a student is fighting on a bus or if a student is disrespectful to a driver, the student will be suspended from school with possible recommendation for Alternative School.*

Three Strike Policy (Mississippi School Safety Act of 2001)

Among other provisions, this act requires the automatic expulsion of a student who is 13 years of age or older on the third occurrence of habitually disruptive behavior during a school year. The term "disruptive behavior" means conduct of a student that is too unruly, disruptive or abusive that it seriously interferes with a school's teachers or administrator's ability to communicate with students in a classroom, with a student's ability to learn, or with the operation of a school or school-related activity and which is not covered by other laws related to violence or possession of weapons or controlled substances on school property, school vehicles or at school-related activities. Such behaviors include, but are not limited to: foul, profane, obscene, threatening, defiant or abusive language or action toward teachers or other school employees; defiance, ridicule or verbal attack of a teacher; and willful, deliberate and overt acts of disobedience of the directions of a teacher.

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

Discipline

Maintaining discipline is important to the educational process. As stated below, various types of discipline measures are utilized to have a safe and orderly school environment. As a matter of board policy, appropriate corporal punishment of a student is permitted as a disciplinary measure in order to preserve an effective educational environment which is free from disruption and is conducive to furthering the educational mission of the board. (ISR denotes In-School Reassignment; OSS denotes Out-of-School Suspension).

1. **Defiance, Insubordination, Rude, or Disrespectful Behavior**

A student shall not deceive, argue, or defy with reasonable directions or commands of teachers, principals, or other school personnel.

Any offense: Based on the severity of the offense, possible punishments are ISR, corporal punishment, OSS, or placement in the Alt School

2. **Profanity**

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

First offense: Corporal punishment or ISR

Second Offense: Corporal punishment, ISR, or suspension

Third offense: Suspension with possible recommendation for Alt School Placement.

Note: Profanity directed toward any school employee shall result in immediate placement Alternative School

3. **Gambling**

Gambling of any type will not be tolerated on school property. Gaming or any type of cards will not be allowed.

First Offense: Suspension or Corporal Punishment and Parent Contact

Second Offense: **three (3) days** Suspension

Third Offense: Recommendation for Alt School Placement

4. **Disruptive Behavior**

Any type of behavior that disrupts the orderly operation and/or procedures of the school will not be tolerated.

First Offense: **one (1) day ISR** or Corporal Punishment

Second Offense: **two (2) days ISR** or Corporal Punishment and Parent Contact

Third Offense: Suspension

5. **Public Display of Affection**

Initiating or participating in any unacceptable physical contact, including, but not limited to, inappropriate display of affection.

First Offense: Verbal Warning and conference with Administrator
Second Offense: **one (1) day** Suspension
Third Offense: **three (3) days** Suspension

6. **Tobacco Products, Vaping Products, E-Cigarettes**

Use of, possession of, transfer of tobacco products, vaping or e-cigarette products will not be permitted on the school campus or any school property.

First Offense: **three (3) days** Suspension
Second Offense: **five (5) days** Suspension
Third Offense: Alternative School Placement

MS House Bill 641 prohibits tobacco use on school property. School property means any public school building, bus, campus or grounds, athletic facility or other school property.

7. **Leaving School Without Permission**

Students who are absent from class or leave school without the knowledge and consent of the principal, and students who are absent from school without the knowledge of their parents or guardian shall be considered truant.

First Offense: **one (1) day** Suspension
Additional Offenses: **three (3) days** Suspension with recommendation to Alt School.

8. **Skipping Class (Not leaving Campus)**

Students who are present on campus but are absent from class without the knowledge or consent of the principal or other school personnel, will be considered skipping.

First Offense: **two (2) days ISR** and Parent Contact
Second Offense: **one (1) day** Suspension
Third Offense: **three (3) days** Suspension or recommendation to Alt School

9. **Pornography or Obscene Materials**

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

All Offenses: Suspension with recommendation to Alt School

NOTE: If material is subject to violation of law, then law enforcement authorities will be contacted.

10. Sexual Harassment/Misconduct/Indecent Exposure or Blatant Sexual Act

Sexual harassment, whether verbal, physical, or electronic is forbidden by law. No person shall speak to, make gestures toward or touch another person in a manner that is sexually offensive.

MS Code 37-11-20: *It is the responsibility of the offended student to immediately report inappropriate action to any school official.*

All Offenses: Suspension or recommendation to Alt School

11. Damage, Destruction or Theft of School Property

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

First Offense: Suspension and student make repair and make restitution

Second Offense: Not less than **thirty (30) days** Alt School and the student will repair and make restitution. A call to law enforcement is warranted for vandalism over \$500.

12. Damage, Destruction or Theft of Private Property

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

Any offense: Suspension or recommendation to the Alt School

13. Fireworks

A student shall not possess, discharge or otherwise use fireworks of any kind while under the jurisdiction of the school district.

Any offense: Suspension or recommendation to the Alt School

14. Harassment, Intimidation, Threats or Bullying either Physical, Verbal, or Electronically

Any Offense: Based on the severity of the offense. Possible punishments are corporal punishment, In School Reassignment, Out of School Suspension, or placement in Alt School.

Bullying or Harassing Behavior

SB 2015 prohibits bullying or harassing behavior on school property, at any school-sponsored function, or on a school bus. MS Code Ann 37-7-301e allows a school district to discipline for misconduct that takes place off school property when such conduct, in the determination of the 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.

Reporting Harassment, Intimidation Threats or Bullying

In any case of bullying, harassment, threats or intimidation, it is the responsibility of the offended student to immediately report inappropriate behavior to any school official. Students who have been mistreated, and/or their parents, have a responsibility to report the inappropriate behavior to school officials. Students and/or parents may make reports in person by telephone or in writing (refer to handbook in section Students Complaints of Bullying). Once reported, allegations of misconduct shall be investigated. MS Code 37-11-20

15. Assault and/or Battery on School Employee

No student shall cause, attempt to cause, threaten to cause, or behave in such a way as could reasonably cause physical harm to any school employee. **This includes all verbal, electronic, and physical threats.**

Any Offense: Immediate notification of law enforcement; Suspended until placed in Alt School at which time a disciplinary hearing will be held to determine appropriate action

16. Fighting

All students involved in an altercation with the School Resource Officer will be notified.

First Offense	FIVE (5) days of OSS (Out of School Suspension - Minimum) or Alt School Placement according to the severity of the incident.
Second Offense	NINE (9) days of OSS (Out of School Suspension - Minimum) or Alt School Placement according to the severity of the incident.
Third Offense	THIRTY (30) days of Alt School (Minimum) or the remainder of the semester/school year according to the severity of the incident.

17. Dress Code Violation

All students shall adhere to the dress code set forth by the Kosciusko School Board. Refer to the dress code section of the handbook to see the guidelines for proper dress.

First Offense:	Written referral and contact parent to bring appropriate clothing (Students unable to get appropriate clothing will be placed in ISR)
Second Offense:	Two (2) days of ISR and parent must bring proper clothing
Third Offense:	OSS

**Continuous violations of dress code will result in placement in Alternative School.*

18. Disruptive Items/Materials

Students who bring radios, cd/mp3 players, headphones, toys, video games, or other similar items not required by learning are subject to the items being confiscated.

Any Offense: Items will be taken

19. Activities Related to Gang, the Occult, Witchcraft or Deviant Groups

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

First Offense: Suspension up to **five (5) days**

Second Offense: Suspension with the recommendation for Alt School Placement

20. Computers, Electronic devices, E-Mail, Copy Machine, and the Internet

Students shall not use computers, electronic devices, e-mail or the Internet in any manner that violates any rule or regulation in this handbook. This includes manipulating devices, messaging through email, music videos, or any other act that interferes with the educational learning process.

Any Offense: Discipline determined by the principal and a possible loss of the privilege to use technology at school.

21. Cell Phones/ Electronic Communication Devices

1st offense: Confiscated, parent contact, and returned after **three (3) days**

2nd offense: Confiscated, parent contact, and returned after **ten (10) days**

3rd offense: Confiscated, parent contact, and returned at the **end of the year**

**Lack of cooperation will result in an OSS of 2 days, 3 days, alternative school in order of offense*

22. Repeated Minor Infractions

Habitual disregard for school rules and regulations will not be tolerated. Students who repeatedly disrupt the educational process by breaking minor rules will be disciplined.

Possible Punishments: Corporal Punishment, ISR, OSS, or placement in Alternative School.

23. Counterfeit Money or Materials

Any student who possesses or passes off counterfeit money or materials will be disciplined.

Any offense: Contact Law Enforcement and suspension from school.

24. Prescription/Non-Prescription Medicines

Any type of prescription/non-prescription medications must be turned in to the office and not kept on the student's person.

First Offense:	Conference with administrator
Second Offense:	Suspension

**If a parent/guardian is called to come to school to pick up a child for disciplinary action and is unable to do so, then the child may serve a one day OSS the following day.*

Parent-Teacher Conferences

Parent-teacher conferences are encouraged. However, it is necessary that all conferences be scheduled in advance. The parent should contact the school office or teacher for an appropriate time for both parties. All parents are encouraged to participate in the local parent/teacher organization. The principal is the administrator of discipline policies. Times and means of consequences will be left to the principal's discretion.

Office Phone

The office phone may only be used in case of an emergency. Permission from the person in charge of the office must be granted to use the phone. Students are not permitted to accept phone calls at school. Any message received for students in the office before 2:30 will be conveyed to the students

Cell Phone/Electronic Devices

The Kosciusko School District works diligently to provide a safe and secure environment for all students and faculty. Teachers have access to communicate with the office in case of an emergency situation. Students are only permitted to possess their cell phones in authorized locations. Use of cell phones/electronic devices and/or cell phones ringing or being on during the school day is prohibited. The use of smart watches in an unauthorized manner is prohibited. Due to integration of technology in the classroom, teachers may with prior approval from the school principal utilize the cell phone as part of instruction. School personnel will NOT help find any missing or stolen devices nor allow parents to search the building. Violation of cell phone/electronic equipment/device policy will result in:

- 1st offense – Phone/earbuds confiscated. Parent Contact. Phone returned three (3) days later.
- 2nd offense - Phone/earbuds confiscated. Parent Contact. Phone returned ten (10) days later.
- 3rd offense – Phone/earbuds confiscated. Parent Contact. Phone returned at the end of the school year.

Lack of student cooperation changes the behavior into insubordination at which time the procedures for insubordination will be followed. **Students that refuse to give the principal, teacher, or any other school personnel their cell phone when asked will be suspended.**

According to Mississippi Public School Accountability Standards, 2006, Appendix F, Standard 16, "The school prohibits the possession and/or use of any electronic communication device, including cell phones and personal digital assistant devices, during the administration of scheduled statewide tests."

In-School Reassignment (ISR)

The Kosciusko School District provides an in-school reassignment (ISR) program which allows the principal or designee to place students in this program. The students are allowed to maintain attendance and school assignments. This is an isolated environment and students cannot attend school programs or functions while assigned to this program. In-school reassignment is used as allowed for in this plan or other rule violation or conduct not deemed serious enough for out-of-school suspension, Alternative School, or expulsion. Students must finish assignments and report to the principal's office before being readmitted to regular classes.

ISR rules are as follows

1. No breaks.
2. No talking. If you need to speak to the teacher, raise your hand. Talking or other disruptions may cause an additional period of time for in-school suspension or students may be referred to Alternative School.
3. Lunch will be served in the ISR room.
4. Students in ISR shall not participate in any school activities, such as sports, band, clubs, etc.
5. Students shall report to the ISR room when dismissed to report to 1st period and remain there until bus room dismissal.
6. If the student is absent or checks out, they must make-up the time that is missed from ISR.
7. Students are required to bring all textbooks, paper, pencils, etc.
8. Students failing to be cooperative or working steadily on assignments shall be given additional penalties.
9. All assigned work must be completed before leaving ISR. If not complete, additional time in ISR will be required to complete the work.

Out-of-School Suspension (OSS)

Suspension is the denial of the privilege of attending school imposed upon any student of the district at the direction of the principal of the school in which the student is enrolled.

Suspensions are counted by calendar days not school hours. Any person suspended for the day is not allowed to attend any after school function. Students under suspension shall not trespass upon any school campus or enter into any school building, except for a pre-arranged conference with a principal. Additionally, students under out-of-school suspension shall not attend any day or night school functions. When unacceptable behavior cannot be corrected by the resource local

school agency, the board hereby authorizes the school principal or his/her designee to suspend any student for violation of any other act of misconduct or insubordination as a final effort to influence the student's future behavior. A suspension is an unexcused absence and the highest grade a student may obtain on make-up work when they are suspended is a grade of 65. It is the student's responsibility to make up the work missed.

Suspension Period

- 1) The principal may suspend students for a period not to exceed nine (9) school days.
- 2) The principal, with the approval of the superintendent, may suspend students for a period not to exceed ten (10) school days.

Alternative School Program

The school district has established, maintains, and operates, in connection with regular programs of said school district, a Alternative School program for, but not limited to, the following categories of compulsory school-age students:

1. Any compulsory-school-age child who has been suspended or expelled from school, except for any student expelled for possession of a weapon or other felonious conduct.
2. Any compulsory-school-age child referred to such Alt School based upon a documented need for placement in the Alt School program by the parent, legal guardian, or custodian of such child due to disciplinary problems.
3. Any compulsory-school-age child referred to such Alt School program by the dispositive order of a chancellor or youth court judge, with the consent of the superintendent of the child's school district.
4. Students in Alt School shall not be allowed at any school programs or activities.
5. Students in Alt School shall be present and accounted for during all time assigned.
6. Any student charged with a felony may be placed in the Alt School until the legal matter is resolved. Depending upon the nature of the charges, a student charged with a felony may also be subject to expulsion at the discretion of the district.
7. The policy of this district is incorporated in a separate handbook. The Alt School Program Handbook is incorporated herein by reference. The district operates the Alt School Program Pursuant of all requirements of Section 37-13-92 of the Mississippi Code of 1972, as amended in 1995 and as amended by Chapter 604, Senate Bill 2855 of the 1997 Legislative session.

Weapon Possession and Violent Conduct

Any student possessing, displaying, or discharging a gun, a knife, 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 of the Mississippi Code during regular school hours, at school functions, or involving school property, or at any school event after school hours or on a school bus shall be expelled for a calendar year, unless the time is modified as allowed by State Law.

Drugs/Alcohol

No student attending school or any school-sponsored activity shall be in possession of or under the influence of any compound or substance which can be taken orally, intravenously, or inhaled.

Reasonable Suspicion Testing

The Kosciusko School District may require any student to submit to a drug and/or alcohol test at the expense of the parent/guardian if there is reasonable suspicion that the student has or is using prohibited drugs and/or alcohol. The requirement of a drug and/or alcohol test is within the discretion of the Kosciusko School District and is not a prerequisite to the administration of punishment under this policy.

The following circumstances shall constitute grounds for reasonable suspicion:

1. Direct observation and/or confirmation by a Kosciusko School District employee of drug and/or alcohol use or possession;
2. Abnormal or erratic behavior indicating intoxication;
3. Physical symptoms indicating intoxication including, but not limited to, glassy or bloodshot eyes, slurred speech, loss of balance, poor coordination or reflexes;
4. First-hand information provided by reliable and credible sources of use, possession or intoxication;
5. The presence of the drug or alcohol on the student, detectable by the senses, such as the smell of marijuana or alcohol; or etc.
6. Possession of illegal drugs; prescription drugs for which student does not have a prescription; alcohol containers or drug paraphernalia.

Once reasonable suspicion is found by the administrator, the administrator shall contact the parent/guardian. The student will be immediately removed from school for a drug/alcohol test to be conducted within a two (2) hour block of time if the Kosciusko School District decides to require submission to such a test.

A refusal or failure to take a drug and alcohol test under the conditions of reasonable suspicion shall be considered a positive drug and alcohol related offense. This procedure is for the discipline and protection of the students of this school district and their general welfare.

Drug and Alcohol Discipline

Any pupil who has in his/her possession, uses, or is under the influence of alcohol or drugs will be disciplined as hereinafter set out:

- a. Any student who uses, possesses, or is under the influence of drugs or alcohol at school or at a school function shall be placed in the Alternative School for a period of **ninety (90) school days**. This shall apply only to the first offense. Seniors with less than **ninety (90) days of school** who violate this rule will not be allowed to participate in graduation ceremonies. On a second offense, any student who uses, possesses, or is under the influence of drugs or alcohol at school or at a school function shall be expelled for one

calendar year.

- b. If any student is found guilty of the use, possession, or is under the influence of drugs or alcohol at school or at any school function, he/she shall be on a probation period upon his/her return to school after appropriate punishment is administered. This will involve his/her reporting to the office during break, lunch, and other free times. It is the intent of this policy to give the principal the authority to closely supervise the student at all times.
- c. On a first offense, any student who distributes and/or sells drugs or alcohol at school or at any school function shall be expelled. Any student who is expelled may make an application for readmission at the end of the 365 days to the school board. The school board may, at its discretion, readmit the expelled student if the school board is convinced that it is in the best interest of the student and/or the school district.
- d. The Administration and the Board of Education may use discretion in administering this policy in such cases where across-the-counter, non-illegal/non-controlled drugs (such as aspirin, Tylenol, diet tablets, caffeine tablets, etc.) are used or distributed, but not abused. If a substance cannot be identified on sight, it will be treated as an illegal or controlled substance. Abuse of these so-called across-the-counter drugs, not-illegal/non-controlled drugs will still require the same penalty as described in the articles above. Abuse can be defined as taking more than is prescribed on the package or container.

Violators of item d. should receive the following penalty:

- 1) Students who use or possess across-the-counter drugs without permission from the office, coach or the teacher shall be placed in in-school suspension for a period of not less than four (4) days.
- 2) Students who distribute across-the-counter drugs shall be placed in in-school suspension for a period of not less than **seven (7) school days**.
- 3) Students who sell non-illegal/non-controlled drugs at school or at any school function shall be permanently expelled.
- 4) Repeat offenses will be treated in accordance with articles a, b, and c as shown above. In each alcohol/drug related matter, the student or students involved shall appear before the Kosciusko School District Board of Education.

- e. For purposes of this policy, a student is deemed to be in possession of, and responsible for, any item found in his or her locker, backpack, purse, automobile (including any automobile driven by that student to campus, regardless of whether or not that student owns that automobile or regularly drives that automobile to school), or jacket, or otherwise found in any place that would be reasonably expected to be under the control of that student. Actual knowledge of the existence of contraband is not required for a student to be in violation of the policy prohibiting the possession of drugs or alcohol, as a student is deemed to have constructive knowledge of any item in his possession as defined herein.

The following definition shall apply to disciplinary action concerning drugs or alcohol:

- 1) “controlled substance” means a drug, substance, or a Sections 41-29-113 through 41-29-121 of the Mississippi Code of 1972, as amended.
 - 2) “drug” means (a.) A substance recognized as a drug in the official United States Pharmacopoeia, official homeopathic Parma Copoea of the United States, or official National Formulary, or any supplement to any of them; (b.) A substance intended for use in the diagnosis, cure, medication, treatment, or prevention of disease in man or animals; (c.) A substance (other than food) intended to affect the structure or any function of the body of man or animals, i.e. aerosol sprays, White-Out, etc.; and (d.) A substance intended for use as a component of any article specified in this paragraph.
 - 3) “distribute” means deliver, other than by administration or dispensing a controlled substance or drug.
 - 4) “dispense” means to deliver a controlled substance, or a drug, to an ultimate user or research subject by or pursuant to the lawful order of a practitioner, including the prescribing, administering, packaging, labeling, or compounding necessary to prepare for that delivery.
 - 5) “administer” means the direct application of a drug whether by injection, inhalation, ingestion, or any other means, to the body of a patient or research subject by a particular doctor, or a school official.
- f. Children who need to take an aspirin or any other medicine during the school day should bring their medication in the appropriately labeled container with a note, which is dated and signed by the parent, with instructions as to how the medication should be given. The homeroom teacher or office staff will keep and administer the medication.

CAFETERIA

The school cafeteria is operated on a non-profit plan in cooperation with the State and Federal Food Service Program. The meal served each day will be nutritious and well balanced, more than meeting State and Federal requirements. Each pupil will receive a plate lunch and one (1) carton of milk. It is not the intent of the school district to prohibit school functions or programs, whereby individual teachers may allow pizzas or other fast foods to be brought on school premises in conjunction with school functions or programs with the approval of the building Principals. However, the State policy states that no food is to be sold on campus for one (1) hour before breakfast or one (1) hour before lunch and until the end of either serving period.

Applications for free and reduced meals will be completed online through the district website www.kosciuskoschools.com. A form can be sent home at the parent's request. These forms are to be completed, signed by the parent and sent back to school ASAP. Any child who does not have an application on file from the previous year will have to pay until they have an approved application on file.

Parents of the Kosciusko School District have available a secure online prepayment service to deposit money into their child's school meal account. This system is called MyNutrikids. The service will provide parents the ability to view their child's account balance along with an eating history report.

Directions for signing up for this meal banking system can be obtained on the district web site www.kosciuskoschools.com or in the school office. Parents will be contacted if a student does not have lunch money. You may pay for your child's lunch in advance (by the week or month).

Reduced Breakfast:	\$0.30
Paid Breakfast:	\$1.00
Adult Breakfast:	\$2.00
Additional milk:	\$0.50

Reduced Lunch:	\$0.40
Paid Lunch:	\$3.00
Adult Lunch:	\$3.75

Per School Board Policy JGHRD: No food from outside vendors may be brought into the cafeteria.

Financial Hardship Waiver

The following fee waiver applies to valid instructional activities. No extracurricular activities or supply fees apply for the use of this waiver. The fee waiver form is listed at the end of this handbook.

HEALTH REGULATIONS, CHRONIC ILLNESSES, AND MEDICATIONS

Student Health

The parent/guardian of each student will be required to complete student health information as a part of registration. It is the responsibility of the parent/guardian to inform school staff of any health conditions that may affect a student during school hours or at school related functions and to provide current information from the student's physician regarding precautions to be taken,

symptoms to monitor, and/or necessary treatments. Student health information is to be updated by the parent/guardian as needed throughout the school year.

Chronic Illnesses

Students with chronic illnesses such as Asthma, Diabetes, Seizures, Severe Allergies (ex: Insect Stings), Severe Food Allergies, or any other serious medical condition must have an action plan or plan of care from the student's physician on file in the school office at the beginning of each school year or at any time when a student receives a diagnosis. The detailed plan should include precautions to be taken, symptoms to monitor, treatment(s) to be followed including medications (appropriate forms must be completed - see MEDICATIONS). This plan will allow school staff to provide the best care for each student during school hours. Plans should be updated throughout the year as changes are made by the student's physician. It is the responsibility of the parent/guardian to ensure that the school receives updated plans as applicable.

Diabetics

If a student is a diabetic and their blood glucose level is 400+, parents will be contacted and they will be sent home for the day.

Food Allergy Management

The Kosciusko School District is committed to the safety and health of all students and employees. Our district policy seeks to:

1. Provide a safe and healthy learning environment for students with food allergies
2. Reduce the likelihood of severe or potentially life-threatening allergic reactions
3. Ensure a rapid and effective response in the case of a severe or potentially life-threatening allergic reaction
4. Protect the right of food-allergic students to participate in all school activities

The parent/guardian of a student with a food allergy is required to provide an action plan/plan of care from the student's physician. The action plan/plan of care should include:

- a detailed list of food allergies with expected reactions
- specify if student should avoid inhalation, touch, and/or ingestion of the food
- precautions that should be taken at school to prevent a reaction
- plan of action to take if the student should accidentally be exposed including medications to be given (appropriate forms must be completed - see MEDICATIONS)

Medications

If a student requires medication, it is best to ask the doctor to schedule administration times outside of school hours so that medications may be given at home if possible. If it is necessary for a student to take medication at school, the parent/guardian must provide ALL of the following before any medication will be administered:

1. Physician/Parent Medication Authorization/Indemnity Form must be completed by the physician and signed by the physician and the parent/guardian.

2. All medication must be presented to the school office by the parent/guardian to be counted and registered by the school nurse or designated school staff. *(No medication will be administered that is delivered by a student. The parent/guardian will be called to pick up any medication received from a student even if it is accompanied by the appropriate form. Students found to have medication on their person, book bag, purse, or locker may be subject to disciplinary action. - see DISCIPLINE and DRUGS, ALCOHOL, TOBACCO)*
3. Prescription medication must be in the original container from the pharmacy or physician and must be labeled with the student's name, prescriber's name, pharmacy name, date filled, medication name, dosage, administration time, administration route, and date of expiration and date of discontinuation *(if applicable)*. Upon request, your pharmacist will provide a separate labeled prescription medication container as prescribed for school use for any medications taken both at home and school.

Over-the-counter medication must be in the original container with intact manufacturer's labeling/instructions with the student's name written legibly on the container.

Over-the-counter medications require the same Physician/Parent Medication Authorization/Indemnity Form as prescription medications.

4. The parent/guardian is responsible for notifying the school office about any changes in medication. New authorization forms will be required for any medication changes *(medication name, strength, dosage, administration time, route of administration)*.

Medications will be kept with designated staff, and students will be assisted with administration only as prescribed and only when proper physician/parent authorization/indemnity forms have been completed. Students are not allowed to administer their own medications without the presence of designated school staff. All medications, including insulin injections, are to be administered in the presence of designated school staff and documented accordingly.

***EXCEPTION: SELF-ADMINISTERING OF EMERGENCY MEDICATIONS
(ASTHMA / ANAPHYLAXIS / HYPOGLYCEMIA)***

When medication requirements #1 - 4 above are met, students may self-administer, on school property or at school sponsored events, emergency medications including a prescribed inhaler (Asthma), prescribed anaphylaxis medication/epinephrine (Epi-pen), and/or Glucagon (Hypoglycemia). These medications may be kept with the student at all times if deemed appropriate by the physician or with designated staff in an area deemed appropriate to be available when needed. Students should inform a school staff member when an emergency medication is used so that appropriate medical follow-up can be obtained. If a student uses his/her medication in a manner other than prescribed, he/she may be subject to disciplinary action under the school codes (see - DISCIPLINE and DRUGS, ALCOHOL, TOBACCO). The School District shall incur no liability as a result of any injury sustained by the student from the self-administering of medications. (MS Code of 1972)

The parent/guardian will be asked to pick up any unused medication at the use discontinuation date or end of the school term. Medications will not be sent with students. Any medications that are not picked up will be disposed of per school policy.

Communicable Diseases

The Kosciusko School Board has the power, authority, and duty to exclude from the schools any student with what appears to be infectious or contagious diseases; provided, however, such students may be allowed to return to school upon presenting a certificate from a public health officer, duly licensed physician or nurse practitioner that the student is free from such disease.
37-7-301

Infectious Diseases

Infectious diseases are caused by viruses, bacteria, fungi, or parasites and can spread from one individual to another. Parents will be notified when a communicable illness has been identified in their child's classroom. This will include a list of symptoms and other pertinent information. Please encourage good hygiene and regular hand washing at home. These guidelines are in accordance with the Center for Disease Control (CDC) and the Mississippi Department of Health (MDH). Policies may be changed/updated at the discretion of the Kosciusko School Board as new guidelines become available.

Parents will be asked to pick up their child from school immediately under the following circumstances:

1. The child shows any symptoms of COVID-19 as defined by CDC and MDH:
 - Fever (temperature of 100 degrees or more)
 - Chills
 - Shortness of breath
 - Fatigue
 - Headache
 - Muscle or body aches
 - Congestion or runny nose
 - Sore throat
 - New loss of sense of smell or taste
 - Nausea, vomiting, or diarrhea
2. The child does not feel well enough to return to the classroom.
3. The child is bleeding and/or shows any signs of infection that need to be evaluated by a physician.

If a student is sent home with symptoms of COVID-19, they will not be allowed to return to school until the conditions of the CDC and MDH are met. See the next section for conditions.

Meningococcal Disease

Meningococcal disease refers to any illness caused by bacteria called *Neisseria meningitidis*, also known as meningococcus. These illnesses are often severe and can be deadly. They include

infections of the lining of the brain and spinal cord and infections of the bloodstream. These bacteria spread through the exchange of respiratory and throat secretions (coughing, saliva). The most common symptoms include: fever, headache, stiff neck. Additional symptoms include: nausea, vomiting, eyes sensitive to light, confusion. (www.cdc.gov) Additional information and vaccinations to prevent these illnesses are available through your child's regular physician and the Mississippi Department of Health.

Educating Students with Chronic Infectious Diseases Policy

The following shall be the policy of Kosciusko School District for educating student known to have a chronic infectious disease (persistent illness in the carrier state as compared to an acute short-term self-limiting illness) such as, but not limited to Hepatitis B, Herpes Simplex, AIDS/HIV/ARC, or Cytomegalovirus. A student with chronic infectious diseases shall be removed from the classroom temporarily and until the district's medical advisor in consultation with the student's physician determines whether the student's presence in the school poses a risk or transmission of such chronic infectious disease to others. Persons involved in the care and education of students infected with HIV/AIDS/ARC or other chronic infectious diseases should respect the student's right to privacy and maintain confidentiality requirements and penalties from breach of confidentiality.

- a. The superintendent of schools must be informed that a student has a chronic infectious disease.
- b. The school principal, classroom teachers, school nurse, and anyone involved in the care or education of the infected student must be aware of the student's condition.
- c. School staff must be provided with appropriate information by the evaluation team concerning precautions as may be necessary.
- d. The evaluation team (the student's doctor, parent(s)/guardian, school medical advisor, local health official, and appointed school administrator shall review the student's condition as needed. Changes in the student's condition must be monitored at least monthly in order to weigh the risks and benefits to both the infected student and to others.
- e. The evaluation team shall decide and make recommendations to the superintendent of schools whether the infected student shall be allowed to attend school in an unrestricted setting, a restricted setting, or if an appropriate alternative education program should be established for the student.
- f. Changes in the student's condition such as, but not limited to, open lesions shall be reported to the evaluation team immediately for re-evaluation.
- g. The local health department should be encouraged to provide a contact person knowledgeable about the infectious disease who can answer questions which may arise.

First Aid

Children who get minor injuries at school requiring basic first aid will be treated for these injuries by school staff. In all cases of illness or injury that appear in any way serious or that suggest the student may need to be treated by a medical doctor, every effort will be made to reach the parent/guardian; however, if the school is unable to reach the parent/guardian, the principal will use his/her own discretion regarding seeking medical assistance.

Health Screenings

Hearing and vision screenings that are permitted or required by state law will be conducted during registration or at times throughout the school year. Parent/guardian written requests for their student(s) to be exempted from these screenings will be honored.

Head Lice

Parents will be notified to pick up students found to have evidence of lice. Students with lice will not be permitted to remain in the classroom. Before returning to the classroom, the following conditions must be met:

- 1) Proof of medically-approved treatment (not home remedies) must be provided
AND
- 2) No live lice should be visible on reexamination.

The student will not be permitted to return to school without proof of treatment (receipt with the date of purchase for lice shampoo/empty container with label intact).

SEC.41-79-21.[Notification by school officials of recurrent head lice.] Section 41-79-21. Mississippi Code of 1972, is amended as follows: 41-79-21 (2017). If a student in any public elementary or secondary school has had head lice on **three (3)** occasions during **one (1)** school year while attending school, or if the parent has been notified by school officials that the student has had head lice on **three (3)** occasions in **one (1)** school year, as determined by the school employee, public health nurse or a physician, the principal or administrator will handle the situation at his/her discretion which may include notifying the county health department of the recurring problem of head lice with that student. The county health department then shall instruct the child's parents or guardians on how to treat head lice, eliminate head lice from household items, and prevent the recurrence of head lice. The county health department shall charge the child's parents or guardians a fee to recover its costs of providing treatment and counseling for the head lice. The school principal or administrator shall not allow the child to attend school until proof of treatment is obtained. Sources: Laws, 1997, ch. 510 Sec. 1; Laws, 1999, ch 348 Sec. 1, eff from and after July 1, 1999.

Asbestos

In accordance with AHERA regulations, school districts are required to perform several activities concerning asbestos in schools. These activities include an initial asbestos inspection and development of a Management Plan. The Management Plan addresses how identified asbestos containing materials (ACM) will be handled (abated or managed in place). As part of the Management Plan, schools are also required to provide notification to all parents, teachers, and employees of our ongoing management of ACM. To provide continuing management of the asbestos in our schools, all asbestos containing materials (ACM) are inspected every six months by an environmental consulting firm. Any changes in the ACM are being recorded in an inspection report as part of the Management Plan. A copy of the results from this inspection, along with a copy of the Management Plan and all supplementary information is located in the Local Education Agency (LEA) Designee office at each school. A copy of all management plans for the district schools is filed in the LEA's office located at 229 West Washington Street. These

documents are available for review by representatives of EPA, the State, and the public, including parents.

**Questions or comments concerning the Asbestos Management Plan should be directed to the Superintendent of Education office (662-289-4771).*

Student Safety

Each student, while participating in or observing any of the following courses of instruction, is required to wear an appropriate industrial quality eye protective device at all times.

1. Vocational technical, chemical, or chemical-physical, involving exposure to:
 - a. Hot molten metals, or other molten materials;
 - b. Milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials;
 - c. Heat treatment, tempering, or kiln firing of any metal or other materials;
 - d. Gas or electric arc welding, or other forms of welding processes, and/or
 - e. Caustic or explosive materials or
2. Chemical, physical, or combined chemical-physical laboratories involving caustic or explosive materials, hot liquids or solids, injurious radiations or other hazards not enumerated. For purposes of this section, unless the context indicates, otherwise, “industrial quality eye protective device” shall mean the standards of the American National Standard Practice for Occupational and Educational Eye and Face Protection, Z 87.1-1968, and the subsequent revisions thereof, approved by the American National Standards Institute, Inc. Such devices may, at the discretion of the individual school, be
 - a. furnished for all students and teachers;
 - b. purchased and sold at cost to students and teachers;
 - c. made available for a moderate rental fee.

Such devices shall be furnished to all visitors to such shops and laboratories.

Mississippi Code Section 37-11-49

Duties of Parents, Guardians, and Custodians

- A parent, guardian, or custodian of a compulsory-school-age child enrolled in a public school district shall be responsible financially for his or her minor child’s destructive acts against school property, persons, or self;
- A parent, guardian, or custodian of a compulsory-school-age child enrolled in a public school district may be requested to appear at school by an appropriate school official for a conference regarding acts of the child specified in paragraph (a) of this subsection, or for any other discipline conference regarding acts of the child;
- Any parent, guardian, or custodian of a compulsory-school-age child enrolled in a school district who refuses or willfully fails to attend such discipline conference specified in paragraph (b) of this section may be summoned by proper notification by the superintendent of schools and be required to attend such discipline conference; and

- A parent, guardian, or custodian of a compulsory-school-age child enrolled in a public school district shall be responsible for any criminal fines brought against such students for unlawful activity as defined in Section 37-11-29 occurring on school grounds.

Any parent, guardian, or custodian of a compulsory-school-age child who (a) failed to attend a discipline conference to which such parent, guardian, or custodian has been summoned under the provisions of this section or (b) refuses or willfully fails to perform any other duties imposed upon him or her under the provisions of this section, shall be guilty of a misdemeanor and, upon conviction, shall be fined not to exceed Two Hundred Fifty Dollars (\$250.00). Any public school district shall be entitled to recover damages in an amount not to exceed Twenty-Thousand Dollars (\$20,000.00), plus necessary court costs, from the parents of any minor under the age of eighteen (18) years and over the age of six (6), who maliciously and willfully damages or destroys property belonging to such school district. However, this section shall not apply to parents whose parental control of such child has been removed by court order or decree. The action authorized in this section shall be in addition to all other action which the school district is entitled to maintain and nothing in this section shall preclude recovery in a greater amount from the minor or from a person, including the parent, for damages to which such minor or other person would otherwise be liable. Mississippi Code Section 37-11-53.

EDUCATIONAL ACTS/RELIGIOUS ORGANIZATIONS

Education for Homeless Childrens and Youth 2015

The District complies with the Stewart B. McKinney Vento Homeless Assistance Act of 1990, as amended.

Equal Education Opportunities

Every pupil of the district will have equal educational opportunities regardless of race, color, creed, sex, handicap, religion, or marital status. No student shall be excluded on such basis from participating in or having access to any course offerings, athletics, counseling, employment assistance, and extracurricular activities. LEGAL REF: Mississippi Code 37-15- 35 and 1972 Educational Amendments, Title IX: 45 CFR Part 86: 1964 Civil Rights Act, Title VI 1973 Rehabilitation Act, Section 503 & 504; 45 CFR Part 84. School board policies follow federal laws related to non- discriminatory practices in the operation of the schools, as pursuant to Mississippi Public Schools Accountability Standards, 2010.

Family Educational Rights and Privacy Act (FERPA)

The school district will comply with the Family Educational Rights and Privacy Act (FERPA) under the “No Child Left Behind Act of 2001” (NCLB). Legal Ref.: Statute 20 U.S.C., 1232 g., Regulations 34 CFR Part 99. Unless the parent or guardian notifies the Kosciusko School District otherwise within five days after notification by receipt of the Student/Parent Handbook, consent is implied for the Kosciusko School District to release directory information to others including military recruiters. The implied consent includes the release of student directory information, or for non-directory information such as student work, for use in the following ways on the Kosciusko School District’s website:

- 1) The web site will use the student's first name and/or first name and last initial only. Personal information such as home address, phone number, or names of family members will not be used. Any information that indicates the physical location of a student at a given time other than attendance at a particular school or participation in school activities will not be used.
- 2) Schoolwork may include, but is not limited to, art, written papers, class projects, and computer projects,
- 3) Any material printed by the school or the Kosciusko School District or printed by publishers outside the Kosciusko School District.
- 4) Printed material may include a child's full name.
- 5) Printed material may include, but is not limited to, school directories, yearbooks, programs, brochures, newspaper articles, and print advertisements.
- 6) In video produced and broadcast by the Kosciusko School District or produced and broadcast by news organizations and others who receive approval from the Kosciusko School District.

A Student Directory Information Denial Form is available from each school's office or from the Parent's Resource Page of the Kosciusko School District's website at www.kosciuskoschools.com.

Free Speech, Assembly, etc.

The district recognizes students' rights to free speech, free assembly, privacy, and participation in school programs which do not interfere with school instruction and activities, and are in accordance with all federal and state laws.

Student Expression of Religious Viewpoints

The school district shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the district treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate against the student based on a religious viewpoint expressed by the student on an otherwise permissible subject.

Religious Expression in Class Assignments

Students may express the students' beliefs about religion in homework, artwork, and other written and oral assignments free from discrimination based on the religious content of the students' submission. Homework and classroom work shall be judged by ordinary academic standards of substance and relevance and against other legitimate pedagogical concerns identified by the school. Students may not be penalized or rewarded on account of religious content. If a teacher's assignment involves writing a poem, the work of the student who submits a poem in the form of a prayer (for example, a psalm) should be judged on the basis of academic standards, including literary quality, and not penalized or rewarded on account of its religious content.

Freedom to Organize Religious Groups and Activities

Students may organize prayer groups, religious clubs, “see you at the pole” gatherings, and other religious gatherings before, during and after school to the same extent that students are permitted to organize other non-curricular student activities and groups. Religious groups must be given the same access to school facilities for assembling as is given to other non-curricular groups, without discrimination based on the religious content of the group’s expressions.

If student groups that meet for nonreligious activities are permitted to advertise or announce the groups’ meetings, for example, by advertising in a student newspaper, putting up posters, making announcements on a student activities bulletin board or public address system, or handing out leaflets, school authorities may not discriminate against groups that meet for prayer or other religious speech. School authorities may disclaim sponsorship of non- curricular groups and events, provided they administer the disclaimer in a manner that does not favor or disfavor groups that meet to engage in prayer or other religious speech.

SCHOOL OPERATIONS AND SCHOOL MANAGEMENT

Field Trips

- Field trips will not be allowed the week before or week of exams.
- No field trips one month before Statewide Assessments.
- Any student whose average is below 65 in all classes will not be allowed to go on field trips.
- Students placed in ISR or Alternative School will not be allowed to go on field trips.

Emergency Drills

Emergency drills will be conducted at regular intervals as scheduled by the school administration.

Natural Disaster

A copy of the natural disaster plan will be posted in classrooms and offices and each student will be aware of the total plan. For the safety of all students, it is strongly encouraged by the School Administration that no check-out of students is made during a natural disaster warning.

Personal Property

Students are responsible for their wallets or purses or other personal belongings such as any electronic devices. The district and/or school ARE NOT responsible for replacing any personal property lost/stolen or damaged on school property or during school-sponsored trips/events.

Insurance

Students participating in athletics or cheerleading or enrolling in shop or lab (chemistry lab) classes must have school insurance or must have a written statement from the parents/guardian stating that they have sufficient coverage.

Textbooks

The Kosciusko School District provides textbooks free of charge to students. It is the duty of each student to care for the textbooks to the best of his/her ability. Students who lose or damage textbooks are required to pay for them. Students should take pride in the upkeep of their textbooks. Teachers are instructed to assess fines for amounts up to the current value of a book when it is obvious that the student has damaged or defaced the book. The following fines and damage replacement schedule shall be followed:

- **Damage**

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

- **Textbook Sales**

The State Textbook Law, *Section 37-43-33 of the Mississippi Code of 1972* provides that parents, persons or school boards may purchase textbooks directly from the publisher's depository. The price of textbooks shall be at the contract price plus whatever postage or delivery charges might accrue.

Visitors

All visitors must report directly to the school office and sign in. The Principal has the right to deny visitation to any individual if, in the judgment of the Principal, the visit might negatively affect school climate. The Principal also has the right to contact the proper authorities if a problem with a visitor should arise. Parents are welcome to visit our school at any time. However, visitors will not be allowed in classrooms during the school day. It has been proven that this kind of visit disrupts classroom work. Anyone wishing to see a student for a specific reason may seek permission to do so from the Principal's office. Unauthorized personnel shall not be permitted in school buildings or on school grounds. School Principals are authorized to take appropriate action to prevent such persons from entering buildings or from loitering on school grounds. Such persons may be prosecuted. No solicitation of teachers or students on personal matters on the school premises by salesmen or agents is allowed. Students are not allowed to have visitors accompany them as visiting guests in the schools.

Student Speakers at Non-Graduation Events

The school district hereby creates a limited public forum for student speakers at all school events at which a student is to publicly speak. For each speaker, the district shall set a maximum time limit reasonable and appropriate to the occasion. Student speakers shall introduce:

- Football games;
- Any other athletic events designated by the district;
- Opening announcements and greetings for the school day; and

- Any additional events designated by the district, which may include, without limitation, assemblies and pep rallies.

The forum shall be limited in the manner provided by this article: Only those students in the highest two (2) grade levels of the school and who hold one (1) of the following positions of honor based on neutral criteria are eligible to use the limited public forum: student council officers, class officers of the highest grade level in the school, captains of the football team, and other students holding positions of honor as the school district may designate.

An eligible student shall be notified of the student's eligibility, and a student who wishes to participate as an introducing speaker shall submit the student's name to the student council or other designated body during an announced period of not less than three (3) days. The announced period may be at the beginning of the school year, at the end of the preceding school year so student speakers are in place for the new year, or, if the selection process will be repeated each semester, at the beginning of each semester or at the end of the preceding semester so speakers are in place for the next semester. The names of the volunteering student speakers shall be randomly drawn until all names have been selected, and the names shall be listed in the order drawn. Each selected student will be matched chronologically to the event for which the student will be giving the introduction. Each student may speak for one (1) week at a time for all introductions of events that week, or rotate after each speaking event, or otherwise as determined by the district. The list of student speakers shall be chronologically repeated as needed, in the same order. The district may repeat the selection process each semester rather than once a year.

The subject of the student introductions must be related to the purpose of the event and to the purpose of marking the opening of the event, honoring the occasion, the participants, and those in attendance, bringing the audience to order, and focusing the audience on the purpose of the event. The subject must be designated, a student must stay on the subject, and the student may not engage in obscene, vulgar, offensively lewd or indecent speech. The school district shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the district treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate against the student based on a religious viewpoint expressed by the student on an otherwise permissible subject.

For as long as there is a need to dispel confusion over the non-sponsorship of the student's speech at each event in which a student will deliver an introduction, a disclaimer shall be stated in written or oral form, or both, such as "The student giving the introduction for this event is a volunteering student selected on neutral criteria to introduce the event. The content of the introduction is the private expression of the student and does not reflect the endorsement, sponsorship, position or expression of the school district."

Certain students who have attained special positions of honor in the school have traditionally addressed school audiences from time to time as a tangential component of their achieved positions of honor, such as the captains of various sports teams, student council officers, class officers, homecoming kings and queens, prom kings and queens, and the like, and have attained their positions based on neutral criteria. Nothing in this policy eliminates the continuation of the practice of having these students, irrespective of grade level, address school audiences in the

normal course of their respective positions. The school district shall create a limited public forum for the speakers and shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the district treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate against the student based on a religious viewpoint expressed by the student on an otherwise permissible subject.

Bullying/Harassing Complaints

Students and employees in the Kosciusko School District are protected from bullying or harassing behavior by other students or employees. It is the intent of the Board and the administration to maintain an environment free from bullying and harassing behavior. This complaint procedure provides a process for filing, processing and resolving complaints of such conduct. Adherence to these procedures is mandatory. The failure of any person to follow these procedures may constitute a waiver of the right to pursue a complaint at any level, including review by the Board.

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.

Procedures for Processing a Complaint

Any student, school employee or volunteer who feels he/she has been a victim of bullying or harassing behavior, or has witnessed or who has reliable information that a student, school employee or volunteer has been subject to bullying or harassing behavior shall report such conduct to a teacher, principal, counselor or other school official.

Procedures for Investigating the Bullying Incident

1. Principal will talk with student first

2. Notify parents within 24 hours that bullying incident form was submitted

Face-to-Face/Per Phone Bullying/Incident Complaint

1. Parent will fill out bullying complaint form at the school
2. Parent & student will sign (phone- print name of person reporting and initial)
3. Principal/Assistant Principal will talk to students about reported incidents and obtain written statements for the incident.
4. After an investigation of the incident, parents, principal, and a counselor representative will meet with the parent to report findings of the investigation

Online Bullying/Incident Complaint

1. Parents will be notified of the online bullying submission within 24 hours of the submission.
2. The Principal/Assistant Principal will talk to the students listed on the complaint form and obtain written statements for the incident.
3. After an investigation of the incident, parents, principal, and a counselor representative will meet with the parent to report findings of the investigation

Complaints against the principal shall be made to the superintendent and complaints against the superintendent shall be made to the Board chairman. The complaint shall be investigated promptly. Parents will be notified of the nature of any complaint involving their student. The District official will arrange such meetings as may be necessary with all concerned parties within five (5) working days after initial receipt of the complaint by the District. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the complaint will be reduced to writing. The District official conducting the investigation shall notify the victim and parents as appropriate when the investigation is completed and a decision regarding disciplinary action, as warranted, is determined.

If the victim is not satisfied with the decision of the District official, he/she may submit a written appeal to the superintendent. Such appeal shall be filed within ten (10) working days after receipt of the results of the initial decision. The superintendent will arrange such meetings with the victim and other affected parties as deemed necessary to discuss the appeal. The superintendent shall provide a written decision to the victim's appeal within ten (10) working days. If the victim is not satisfied with the decision of the superintendent, a written appeal may be filed with the Board. Such appeal shall be filed within ten (10) working days after receipt of the decision of the superintendent. The Board shall, within twenty (20) working days, allow the victim and parents as appropriate to appear before the Board to present reasons for dissatisfaction with the decision of the superintendent. The Board shall provide a written decision within ten (10) working days following the victim's appearance before the Board.

Hazing/Harassment

Soliciting, encouraging, aiding, or engaging in “hazing” on or in any school property at any time, or in connection with any activity supported or sponsored by the district, whether on or off school property, is strictly prohibited. “Hazing” means any intentional, knowing, or reckless act meant to induce physical pain embarrassment, humiliation, deprivation of rights or that creates physical or mental discomfort, and is directed against any student or any person associated with the school, including specifically, but without being limited to, actions taken for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization, club, or athletic team sponsored or supported by the district and whose membership is totally or predominantly other students from the district. Students engaging in any hazing or hazing-type behavior that is, in any way, connected to any activity sponsored or supported by the district, will be subject to one/more of the following disciplinary actions:

1. Conference with parent(s)/guardian(s),
2. Removal from participation in extracurricular activities,
3. Suspension from school,
4. Long-term assignment to the Alt School,
5. Referral to an appropriate law enforcement agency,
6. Expulsion from the school district.

Secret Societies

It shall be unlawful for any pupil attending the public schools of this state to become a member of or belong to or participate in the activities of any high school fraternity, sorority, or secret society as defined in Section 37-11-37. Any student violating this policy shall be subject to expulsion. LEGAL REF: Mississippi Code, Section 37-11-37 (1947); 37-11- 39 (1942); 37-11-41 (1942); and 37-11-45 (1942)

Delivery Policy (Balloons, Flowers, Food, etc)

The delivery of balloons, flowers, food from commercial establishments, etc., to students causes disruption of the school day and loss of instructional time in the classroom and is prohibited. The office will not accept any of these items. Reason for this action may be summarized as follows:

1. Balloons may cause a safety problem on the school bus thus prohibiting the bus driver from monitoring students’ conduct and could possibly distract the driver’s attention.
2. Glass jars and vases constitute a safety hazard at school and on the bus.
3. Pins and other sharp objects used in floral arrangements may constitute a safety hazard.
4. Loss of instructional time in the classroom.
5. Food Services Competitive food laws/policies.
6. Food allergies

Compliance with Federal Regulations

Title I, II, IV, V Coordinator
School Improvement Coordinator

Corrie Ramage
Corrie Ramage

Special Populations (EL, Migrant, Foster Care, etc)	Corrie Ramage
Title IX, X	Jerrelyn Jackson
Section 504 Coordinator	Local Schools
Transitions Coordinator	?

TECHNOLOGY

The Kosciusko School District is pleased to offer student access to computer usage to enhance academic development and skills in using media that are commonly found in all aspects of our daily lives. The district policy shall be that all computers with Internet access will be filtered in order to restrict the access of minors to harmful materials. The Kosciusko School District uses the filtering solution approved by the Mississippi Department of Education with an additional solution managed by the Kosciusko School District Technology Department.

Internet/Appropriate Use Policy

Electronic information resources are available to qualifying students in the Kosciusko School District. These resources include access to the Internet and other network files or accounts. Our goal in providing electronic services to students is to promote educational excellence by facilitating resource sharing, innovation, and communication. Our goal also includes the following:

- The education of minors about appropriate online behavior, including interacting with other individuals on social networking Sites and in chat rooms
- Cyberbullying awareness and response

Internet access is coordinated through a complex association of government agencies as well as regional and state networks. To this end, Congress has passed and the President signed into law, the Children's Internet Protection Act (CIPA). CIPA requires that schools receiving certain federal funds, including E-Rate discounts and Title III of Elementary and Secondary Education Act, put into place Internet Safety policies. Worldwide access to computers and people may involve the availability of materials considered to be inappropriate, illegal, or of no educational value. On a global network it is virtually impossible to control all materials. However, through a filtering and monitoring system, the District has taken precautions to restrict access to inappropriate materials. Recognizing that no filtering solution can be 100% effective, it is understood that all technology protection measures do not and will not work perfectly. In complying with CIPA, schools are expected to engage in a "good faith effort" to abide by the requirements of CIPA. CIPA does not create a private right to action, meaning that the discovery of objectionable material on a computer cannot result in a lawsuit complaining that a school violated CIPA.

Congress has also passed and the President signed into law, Deleting Online Predators Act of 2006 (DOPA). The Congress finds that (a) sexual predators approach minors on the Internet

using chat rooms and social networking websites, and, according to the United States Attorney General, one in five children has been approached sexually on the Internet. (b) Sexual predators can use these chat rooms and websites to locate, learn about, befriend, and eventually prey on children by engaging them in sexually explicit conversations, asking for photographs, and attempting to lure children into a face to face meeting; and (c) with the explosive growth of trendy chat rooms and social networking websites, it is becoming more and more difficult to monitor and protect minors from those with devious intentions, particularly when children are away from parental supervision.

To amend the communications Act of 1934 to require recipients of universal service support for schools and libraries to protect minors from commercial social networking websites and chat rooms.

These guidelines are provided so that you, the user and/or parent of the user, are aware of the responsibilities you are about to assume. In general, this requires efficient, ethical, and legal utilization of the network resources. If a Kosciusko School District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.

Users, who access, publish or attempt to access or publish inappropriate material or illegal Internet sites, will be subject to discipline; which may include the possibility of suspension or expulsion. The smooth operation of the network is dependent upon the proper conduct of the users who must adhere to strict guidelines, rules and regulations. Such are provided so that student users are aware of the responsibilities they are about to accept. In general, their responsibilities necessitate acceptable, ethical, and appropriate utilization of the electronic network resources.

Terms and Conditions of this Acceptable Use Policy

There will be consequences for any user who fails to follow Kosciusko School District and school guidelines and policies. The consequences may include paying for damages, denial of access to technology, detention, suspension, expulsion or other remedies applicable under the school disciplinary policy, and state or federal law. At the discretion of the Kosciusko School District, law enforcement authorities may be involved and any violations of state and/or federal law may result in criminal or civil prosecution.

When the user is using the Kosciusko School District system, it may seem as though these policies could be easily broken and that the user would not get caught. This is not true. Electronic footprints are left behind on a machine each time it is used, and the potential for apprehension always exists. The use of electronic information resources is a privilege, not a right.

The signature(s) at the end of this document is (are) legally binding and indicates the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

Network Etiquette

Each student is expected to abide by the generally accepted rules of user etiquette. These rules include, but are not limited to the following:

- Be polite. Never send or encourage others to send abusive messages.
- Use appropriate language. (Whatever is written, sent, or received on isolated servers has the potential to be viewed globally.)
- Use electronic mail appropriately, no sales, advertisements or solicitations, etc. E-mail is not guaranteed to be private. Everyone on the system has potential access to mail. Messages relating to or in support of illegal activities or inappropriate activities, as pertaining to this Acceptable Use Policy, must be reported to the Principal, teacher, or a systems administrator.

Unacceptable Network Use

Transmission or intentional receipt of any inappropriate material or material in violation of law or district policy is prohibited. This includes, but is not limited to: copyrighted material; threatening or obscene material; the design or detailed information pertaining to explosive devices, criminal activities or terrorist acts; hate speech, limit social network, sexting, sexism or sexual harassment; pornography; gambling; illegal solicitation; racism; and inappropriate language. Illegal or inappropriate activities, including games, use of the network in any way that would disrupt network use by others, or activities of any kind that do not conform to the rules, regulations and policies of the Kosciusko School District, are forbidden.

Cyberbullying

Mississippi has a bullying law, S.B. 2015, which includes cyberbullying on school campuses. The new law defines bullying or harassing behavior as follows:

“any pattern of gestures or written, electronic or verbal communication, or any physical act or any threatening communication, or any act reasonably perceived as being motivated by any actual or perceived differentiating characteristic, that takes place on school property, or at any school-sponsored function, or on a school bus.”

The new law requires students and teachers with knowledge of bullying to report it to a school official.

“Mississippi cyberstalking laws make it a felony to use the internet or cell phones to threaten bodily harm or to communicate repeatedly in order to threaten, terrify or harass a person,” In fact, a conviction can lead to a maximum fine of \$5,000 and up to two years in prison.

Three key things to remember if your child is a victim of cyberbullying:

1. Strongly encourage your child not to respond to the cyberbullying.
2. Do not erase the messages or pictures. Save them as evidence. Take a photo of the evidence.
3. Contact the Cyber Crime Unit of the Attorney General’s Office (601-359-3880) or

msago5@ago.state.ms.us and your child's school.

Security

Security on any computer system is a high priority because of multiple users. Do not use another individual's account or log onto the system as the systems administrator. Any security concern must be reported to the principal, teacher, or systems administrator.

**Passwords are confidential. All students are responsible for his/her passwords; therefore, all students are responsible for the activity that transpires under his/her individual accounts.*

Privacy

It is advised that students not reveal personal information, such as: home address, phone numbers, password, credit card numbers or social security number, etc.; this also applies to others' personal information.

Service Disclaimer

The Kosciusko School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Kosciusko School District will not be responsible for any damages the student may suffer while on this system. These damages may include, but are not limited to: loss of data as a result of delays, non-deliveries, mis-deliveries, or service interruptions caused by the system or by student error or omission. Use of any information obtained via the information system is at the student's own risk. Kosciusko School District specifically denies any responsibility for the accuracy of information obtained through electronic information resources.

Adoption

This revised Internet Appropriate Use Policy was adopted by the Board of Kosciusko School District at a public meeting, following normal public notice, on February 13, 2012. This adoption will replace the previous policy dated November 8, 2004.

Student Signature of Agreement

Rules of conduct are described in this "Student Acceptable Use Policy for Kosciusko School District" and apply when the electronic information system is in use. I understand any violations of the above provisions will result in the loss of my user account and may result in further disciplinary and/or legal action, including but not limited to suspension or expulsion, or referral to legal authorities. I therefore agree to maintain acceptable standards and to report any misuse of the system to the appropriate teacher or administrator. Misuse or violation of this agreement comes in many forms, but can be viewed as any messages, information or graphics sent or received that include/suggest pornography, unethical or illegal solicitation, cyber bullying, racism, sexism, inappropriate language, and/or other listings previously described in this user agreement. I agree to report any misuse of the electronic information resources to my principal, teacher, or systems administrator.

WI-FI & BRING YOUR OWN DEVICE (BYOD) POLICY

Purpose Statement

This is an addendum to the Internet Appropriate Use policy. All terms and conditions in that

policy also apply here. This policy is not intended as a requirement that any staff or student bring personal technology to school. All students are required to utilize school equipment except under certain conditions under the direction of the teacher or administrator.

Technology plays a large role in our students' lives. Personal devices can enhance and enrich learning opportunities both at home and at school. Kosciusko School District is committed to allowing responsible, learning-centered use of personal devices at school so as to provide as many pathways to understanding as possible for our students.

The purpose of the following policy is to authorize students to bring their own technology devices to school for use in our classrooms under certain strict conditions. Kosciusko School District will now be incorporating the use of such items as laptops, tablets, and iPads with browsing capabilities and/or educational apps and software using our Wi-Fi infrastructure. As with other personally-owned items, the schools shall not be held liable for the loss, damage, misuse, or theft of personally-owned devices brought to school. Staff or students who bring their own devices to use at Kosciusko School District do so at their own risk. Kosciusko School District is in no way responsible for:

- Personal devices that are broken while at school or during school-sponsored activities
- Personal devices that are lost or stolen at school or during school-sponsored activities
- Maintenance or upkeep of any device (keeping it charged, installing updates or upgrades, fixing any software or hardware issues, etc.)

Students who are granted the limited right to use their personally-owned technology resources in the Kosciusko School District are able to do so only upon return of the signed Kosciusko School District's Bring Your Own Device (BYOD) Policy Student Agreement/Parent Permission Form.

Access to the District's wireless network, including the Internet, shall be made available to students and employees only for instructional and administrative purposes and in accordance with administrative regulations.

Access to the district's electronic communications system is a privilege, not a right. All users shall be required to acknowledge receipt and understanding of all administrative regulations governing use of the system and shall agree in writing to comply with such regulations and guidelines. Noncompliance with applicable regulations may result in suspension or termination of privileges and other disciplinary action consistent with district policies. Violations of law may result in criminal prosecution as well as disciplinary action by the district.

Bring Your Own Device (BYOD) Policy

To ensure the learning and safety of all of our students, Kosciusko School District students and parents agree to both read and abide by the following guidelines:

1. Devices are for educational use. Students may not play games, text, access any social networks and etc. while at school. Violations of this policy may result in loss of use and/or disciplinary action. While on campus, devices may be turned on only when permitted by the teacher and/or administrator.
2. Personally-owned devices used in school are not permitted to connect to the Internet

through their own devices' data connection. Personally-owned devices must access the Internet via the school's content filtered wireless network.

3. Streaming videos from the Internet or YouTube during school hours is permitted only with the direct supervision of the teacher and/or administrator.
4. Students should not in any way access restricted sites.
5. The district network has restricted sites and no other means should be used to access those sites.
6. Students may not post images of teachers, staff or other personnel on the Internet without receiving permission from the individual(s) involved.
7. Students may not post pictures of any student with or without their permission.
8. Inappropriate images are not permitted to be posted, at any time, with or without their permission. Any student, who posts inappropriate images, will be reported to and dealt with by the law enforcement agency.
9. Students may not use the cameras on any device unless given permission by and under the direct supervision of a teacher and/or administrator during school hours.

Consequences of Inappropriate Behavior

Any user who does not comply with these guidelines will be subject to losing the privilege of bringing his/her device for a period of time, that period of time to be set at the discretion of the school principal and/or administrator. Students who have repeated or severe infractions of the policy will be subject to disciplinary action by the supervising teacher and/or the administration. Violations of federal and state regulations, such as sending threatening email and accessing or distributing obscene material etc., will be reported to and dealt with by the governing law enforcement agency and the school district's proper personnel.

Disclaimer

Kosciusko School District is not responsible for any damages suffered including loss of data resulting from delay, non-deliveries, service interruptions, or inaccurate information. The person operating the device accepts personal responsibility for any information obtained via the Internet or other electronic sources. The person operating the device accepts personal responsibility for actions on the Internet.

Vandalism

Vandalism will result in immediate disciplinary action by the administration. Vandalism is defined as any malicious attempt to harm or destroy any part of Kosciusko School District technology resources, buildings, equipment, or personal items belonging to another student or teacher. This includes, but is not limited to, uploading, creating, and/or transmitting computer viruses or "hacking" into any part of the Kosciusko School District network. Students will be held responsible for the cost of repairs for any vandalism.

Library

Students should take care of his/her library book. If the book is lost or damaged beyond repair there will be a fine. The fine will be the replacement cost of the book not to exceed \$20.00. The student will not be given his/her report card until the fine is paid or the book is returned.

ATHLETICS/ACTIVITIES

Sports Offered

Currently, KSD offers competitive teams at Kosciusko High School and Kosciusko Junior High in the following sports: Cross Country, Volleyball, Football, Cheerleading, Soccer, Basketball, Powerlifting, Baseball, Fastpitch Softball, Archery, Golf, Tennis, and Track.

Insurance

Students participating in athletics or cheerleading or enrolling in shop or lab (chemistry lab) classes must have school insurance or must have a written statement from the parents/guardian stating that they have sufficient coverage.

School Attendance Requirements on Gameday

In order to be eligible to participate in a competition on a school day, an athlete must attend school at least sixty percent (60%) on the day of the competition. A school-related absence will not affect this rule. Any other absence or partial absence must be approved by the principal in order to participate in any competition on the day in question.

KSD Random Drug Testing Policy

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

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

Student Athletes, Cheerleaders, and Band Members

Kosciusko School District will conduct a drug-testing program for all students participating in athletics, cheerleading, or band. Students who participate in athletics or cheerleading will be randomly selected to be tested throughout the school year and students will be tested at random throughout their sports career. Each student wishing to participate in any interscholastic athletics, cheerleading, or band and the student's custodial parent or guardian shall consent in writing to the district's drug testing program. The forms and a complete copy of the Student Drug Testing policy are available in the principal's office. Students shall not participate in these activities

without participation in the Student Drug Testing Program.

1. The school district shall pay for the test.
2. When the initial test indicates the presence of illegal drugs, the same sample will be re-tested to verify the results.
3. If the second test is negative, no further action will be taken. If the second test is positive, disciplinary action will be taken.
4. Any refusal to participate in the test or attempt to tamper with the test results will be treated as a positive test.

First Positive Test: The students will be suspended from participation in any extracurricular activities for **10 school days**.

Second Positive Test: The students will be suspended from participation in any extracurricular activities for **60 school days**.

Third Positive Test: The students will be suspended from participation in any extracurricular activities for **180 school days**.

Eligibility

7th – 8th grade Eligibility

A seventh grader must not have reached 14 years of age prior to August 1.

An eighth grader must not have reached 15 years of age prior to August 1.

A ninth grader must not have reached 16 years of age prior to August 1.

To be eligible to participate in inter-school Junior High activities, the athlete must

1. Pass their grade level by achieving at least an average of **70 in four highest grade courses** the previous year in order to be eligible the present year.
2. Be promoted.
3. Meet the requirements at the end of the first semester to be eligible the second semester.

A student who is not eligible at the beginning of the year may become eligible for the second semester only once during the student's junior high career by passing the four basic courses with a 70 overall average. All athletes must show proof of a physical exam before participation in sports. The District will comply with all rules and regulations of the Mississippi High School Activities Association.

High School

All coaches must be knowledgeable of and comply with the MHSAA rules and governing eligibility of student athletes, which requires that a participant must:

- a. Have enrolled no later than the 15th day of any semester of participation and be on track to graduate by Kosciusko High School requirements with an overall "C" or 2.0 average in all subjects taken. The year-end average of all courses will be used to determine eligibility for the fall semester. The first semester average of all courses will be used to determine eligibility for the spring semester.

- b. Not have become 19 years old prior to August 1 of his/her senior year.
- c. Not be a graduate from another four year high school.
- d. Not have enrolled in college or junior college or participated in athletics beyond the high school level.
- e. Be a student (1) whose parent(s) are bona fide residents of the Kosciusko School District or (2) is a student of a certified personnel of the district. All other cases will follow the MHSAA eligibility regulations that pertain to each.
- f. Have a certified copy of his/her birth certificate on file with the school.
- g. All transfer students or foreign exchange students are not eligible until the proper paperwork has been completed and the MHSAA has made a ruling on the case.
- h. See MHSAA handbook for any recognized exceptions.

Any student who is not a bona fide resident of the school district or who is not living with his/her natural parents within the district must obtain approval from the MHSAA prior to competing. All forms for these cases will be submitted by the athletic director.

Students who are absent (including more than 63% of the instructional school day) are not allowed to participate in any athletic event (practice and/or games) on that day unless they have a doctor's excuse or prior permission from the principal. Athletes that are absent more than 63% on Friday will not be allowed to participate in a Saturday event. Refer to the Athletic Handbook for additional details. MS School Code 37-13-91, Amended April 25, 2013.

MHSAA Age Requirements

A 9th grader, who becomes sixteen (16) years of age prior to August 1, is ineligible for interscholastic competition. Any student, who becomes 19 years of age prior to August 1, shall be ineligible for interscholastic competition.

Athletic Awards, Letter Jackets, Sports Banquet

The KSD will hold one all-sports banquet at the end of the year. It will be the Monday of final exam week unless circumstances will not allow it. At this banquet all sports will present their team's individual awards for that particular year. Each head coach is required to submit a list of their sports individual winners to the athletic director at least 3 weeks, if possible, prior to the banquet. It is recommended that this list be submitted at the end of each particular sports season. Letter jacket orders will be taken in late April for that athletic year. Each head coach is required to submit list of requirements to letter for that particular sport to the athletic director. These requirements must be on file with the athletic director. Only athletes that have lettered will be allowed to order a jacket.

KJHS SPECIFIC

ACADEMICS

COMPACTED MATH REQUIREMENTS

Compacted Math 7th Grade

All incoming 7th grade students who have a 90 or above final average in Math Grade 6, have parent consent, and who meet **one of the two (2) requirements** listed below will be eligible for Compacted Math Grade 7:

1. Score PL4 or higher on the 6th grade state assessment, or
2. Score PL5 for the end of year Benchmark assessment.

Compacted Math (with Algebra I) 8th Grade

All incoming 8th grade students will be eligible for Compacted Math (with Algebra 1) Grade 8 with parent consent and who meet the requirements listed below:

1. Any student who completes and passes Compacted Math Grade 7 with a grade of 85 or higher
2. Transfer student who completed 7th grade math with a 95 or higher and a score of PL5 on the end of the year assessment

9TH Grade Biology Requirements

Students who have an 85 or above end of the year average in 8th Grade Science and score a Proficient on the Eighth Grade State Science Assessment will be eligible for Biology I as a 9th grader at Kosciusko High School.

9TH Grade Algebra I Requirements

Students who have an 85 or above end of the year average in Math Grade 8 and score PL4 or higher will be eligible for Algebra I as a 9th grader at Kosciusko High School.

9TH ELA Honors Requirements

Students who have an 85 or above end of the year average in ELA Grade 8 will be eligible for 9th Grade ELA Honors.

Carnegie Unit Courses Offered

Compacted Math (7th Grade)

MS Studies/World Geography (8th Grade)

Cyber Foundations (7th Grade)

Math (8th Grade)

Algebra I (8th Grade)

Computer Sci & Engineering (8th Grade)

Promotion/Retention

To be promoted to the next grade (6th to 7th, 7th to 8th, 8th to 9th), a student must pass 3 of the 4 major courses. The major courses are Math, English Language Arts, Science, and History.

Any student who has been retained in 6th – 8th grade will be reviewed by a committee composed of the principal, counselor, and MTSS school chairman. This committee will meet with the parent to set a plan of action in place for the upcoming year.

A student who is deemed not on track to graduate by the aforementioned committee will be reviewed by the said committee and considered for alternative placement.

WHO's WHO

6th Grade Representatives (1 male, 1 female)

- Promoted to 6th grade
- Enrolled in Kosciusko School District for all of 5th grade
- Zero suspensions the previous year to elections

7th Grade Representatives (1 male, 1 female)

- Promoted to 7th grade
- Enrolled in Kosciusko School District for all of 6th grade
- Zero suspensions the previous year to elections

KJHS Representatives (1 male, 1 female)

- Promoted to 8th grade
- Enrolled in Kosciusko Junior High School for all of 6th, 7th, and 8th grades
- Zero suspensions during all of their junior high years

KJHS School Calendar 23-24

July 29	New Teacher Orientation
Aug 1-3	PD
Aug 4	Students 1st day
Sept 4	Labor Day
Sept 6	Progress Report (Open House 5:00 - 6:30 for pick up)
Oct 2-6	Benchmark 1
Oct 12-16	Fall Break
Oct 17	PD
Oct 18	Report Card
Nov 15	Progress Report
Nov 20-24	Thanksgiving Break
Dec 11-15	Benchmark 2
Dec 18-21	Semester Exams
Dec 25-Jan 5	Christmas Break
Jan 8-9	PD
Jan 10	Students Return
Jan 10	Report Card
Jan 15	MLK Day
Feb 7	Progress Report
Feb 19	President's Day
March 4-8	Benchmark 3
March 11-15	Spring Break
March 18-22	LAS Links
Mar 20	Report Card
March 29	Good Friday
April 1	Better Monday
April 17	Progress Reports
May	8th Grade Sci Test
May	ELA MAAP
May	Alg I State Tests
May	Math MAAP
May	Makeups
May 20-23	Final Exams (exemption policy is in the handbook)
May 24	Report Card
May 28	PD

KHS SPECIFIC

GRADUATION REQUIREMENTS, HONORS & PATHWAYS

Subject Area Graduation Requirements

Beginning with the 2014-2015 school year, students shall be required to pass any end-of-course Subject Area Test in a course for which the student earns or receives credit in a Mississippi public school as a requirement for graduation. Student performance on the end-of-course Subject Area Test shall be considered, along with the overall course grade based on the State Board of Education approved Concordance Table.

1. All students enrolled in one of the four end-of-course Subject Area Test courses must participate in the applicable Subject Area Test in order to earn the Carnegie Unit.
2. Students shall graduate by passing the course and meeting one of the following options:
 - a. Passing the applicable end-of-course Subject Area Test; or
 - b. Using one of the options outlined in State Board Policy 3804* ACT Score; or
 - c. Using the end-of-course Subject Area Test score with the overall grade based on the State Board of Education approved Concordance Table** for each of the four end-of-course Subject Area Tests as provided to the school district by the Mississippi Department of Education. **NOTE: Students must be enrolled in school in order to utilize this option.**
3. Beginning with school year 2015-2016, in addition to number 2, all students enrolled may achieve a combined minimum score from the end-of-course Subject Area Tests to meet the requirement for graduation in lieu of passing the end-of-course Subject Area Test.
4. Beginning with the school year 2016-2017, all students enrolled in an end-of-course Subject Area test course for the first time must participate in the assessment.
5. Any Mississippi public school student who fails to pass a required end-of-course Subject Area Test, prior to school year 2016-2017, will be offered opportunities to retake the test.

Valedictorian/Salutatorian/Honor Graduate Requirements

Graduating seniors must have been enrolled for four (4) consecutive semesters to be eligible for either valedictorian or salutatorian honors. All seniors must have been enrolled for two (2) consecutive semesters and have a final cumulative grade point average of 85 or above and must pass 3 units of Honors Math, 3 units of Honors English, and 3 units of Honors Science to be eligible for honor graduate status. Any Kosciusko School District student who attends the MS School for Math and Science or the MS School for the Arts during their Junior year and returns to their home school for their senior year will be eligible for Valedictorian, Salutatorian or Honor graduate status. Numerical averages will be calculated at the end of the 3rd 9-week grading period. The students having the two highest averages will be named Valedictorian and Salutatorian.

The following courses will be considered Honors courses and will be given a weight of 1.05 in the cumulative average.

Math:	Geometry, Algebra II, Algebra III, Calculus, and DC College Algebra
English:	Honors English I,II,III, or IV, AP English, DC English Comp I or II, DC Literature I or II
Science:	Chemistry, Physics, DC Biology I or II, Microbiology, Zoology I or II, Anatomy and Physiology, and Allied Health.
Additional Courses:	DC Music, DC Music Appreciation, DC American History, AP US History, AP Gov./Econ, or any Dual Enrollment Course as long as the course is not deemed a remediation course.

Dual Credit/Enrollment

Dual enrollment is a program that allows high school juniors and seniors to simultaneously earn college or vocational credit toward a postsecondary diploma at a Mississippi public college that may or may not also count as credit toward a high school diploma through Kosciusko School District Dual Credit program and Holmes Community College Campus Dual Enrollment.

Admission Requirements for Dual Enrollment/Dual Credit Students must:

1. Have earned a minimum ACT subscore as established by Holmes Community College or a SAT Combined Score of 990, and an overall GPA of a 3.0 on a 4.0 scale.
2. Have earned a minimum of 14 credits and be classified as a junior or senior. Passed a minimum of 5 credits from courses taken in the preceding school year.
3. Complete appropriate forms indicating if a student will take a course for dual enrollment only or dual enrollment/dual high school credit.
4. Obtained an unconditional written recommendation from their high school principal and/or guidance counselor prior to enrollment in course.
5. Not have any disciplinary infractions resulting in expulsion or placement at the Alt School during the preceding semester.

**Dual Credit classes are not allowed exemption from exams per Holmes Community College policies. All other classes are eligible for students to be exempt in.*

Important Facts

1. **Prior to enrollment**, the student must receive written permission from the high school principal for participation. A specific form will be provided for that purpose. The student will register online and will attach a copy of the official student class schedule to the form, indicating days and time for the class. This must be turned in to the school counselor **prior to the college classes beginning**.
2. It is the responsibility of the student to meet admissions requirements of the college and pay all fees required by Holmes Community College for credit.

3. The student will be expected to follow the attendance policy at the college and will suffer all financial and academic penalties that accrue for tardiness, absence and/or withdrawal.
4. Textbook costs for the college course are the responsibility of the parent and/or student.
5. If the student wants to drop out of a dual enrollment/dual credit course, the student must electronically submit the official college Withdrawal Request Form.
6. If the student chooses to earn dual credit, the letter grade earned at the college will be the grade assigned the corresponding numeric value set by Kosciusko School Board. The numeric grade will be calculated as a part of the grade point average and affect class ranking. Course weight will be assigned based on school board policy for courses earning dual credit at the high school.
7. Transportation is the responsibility of the parent and/or student.
8. If a numerical grade can not be provided by the college, the following conversion chart will be used.

Dual Credit/High School Grade Translation for online courses or courses taught at a college

A= 99 B= 89 C= 79 D= 69 F= 64 W= NC

District Graduation Requirements

Students may not enroll in the next level of English until the previous course has been successfully completed (i.e. a student may not be enrolled in English I and English II, English II and English III, or English III and English IV during the same semester). **Exceptions** to this policy would be a **Junior or Senior** needing the course for graduation or a student who meets all requirements per the Early Graduation Policy.

**For requirements for college bound students entering one of the eight major universities as a freshman, see your school counselor for any questions concerning entrance requirements or visit one of the suggested websites below: <http://www.mississippi.edu> <http://www.ihl.state.ms.us>*

MS Scholars Program or Techmasters Program

Students may graduate from high school as a Mississippi Scholar or TechMaster by meeting the requirements of the Mississippi Scholars/TechMasters Course of Study Program. Students will need to speak with the counselors or visit the Kosciusko School District website for the course requirements.

Classification

Kosciusko High School Promotion Policy Entering 9th Graders of 2019-2020 and beyond	
Promotion from 9th Grade to 10th Grade	8 credits

Promotion from 10th Grade to 11th Grade	14 credits
Promotion from 11th Grade to 12th Grade	20 credits

Biology I

Students who have a 80 or above end of the year average in 8th grade science, score a Level 4 or higher on the Eighth Grade State Science Assessment, and are recommended by their 8th grade Science teacher will qualify for Biology I as a 9th Grader.

US History

Students who have a 80 or above end of the year average in World History, and are recommended by their World History teacher will qualify for U S History as a 10th Grader.

Algebra I

Students who have a 80 or above end of the year average in Grade 8 Math and score a Level 4 or higher on the Eighth Grade State Math Assessment or a Level 4 or higher on the End of the Year Benchmark will qualify for Algebra I as a 9th Grader.

Honors English

Students who have an 85 or above end of the year average in English from grades 8-12 are eligible for placement in Honors English beginning their 9th grade year. Students must maintain an 85 average in Honors English each year.

Accreditation Standard 14

The Kosciusko School District provides graduation options in order to accommodate every student's goals for a successful life after graduation. The Kosciusko School District Board of Education has authorized these options according to MS Code 37-16-17

Every student and parent has access to a full explanation of these options in the High School office.

A student who does not meet the graduation requirements (completing the Subject Area Test Program as well as the local graduation requirements) is not permitted to participate in the graduation exercises. MS Accreditation Standard 14.

Mississippi Diploma Options

Begins with incoming freshmen of 2018-2019

Mississippi has two diploma options: The Traditional Diploma and the Alternate Diploma. The Traditional Diploma is for all students. The Alternate Diploma is an option for students with a Significant Cognitive Disability (SCD).

Amendment to Traditional Diploma Requirements:
Students meet postsecondary requirements for placement and are enrolled in ENG Comp I and/or MAT College Algebra or have previously earned credit for ENG Comp I and/or MAT College Algebra

TRADITIONAL DIPLOMA OPTION

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

Requirements

- Student must identify an endorsement area prior to entering 9th grade. Endorsement requirements can only be changed with parental permission.
- For early release, students must have met College or Career Readiness Benchmarks (ACT sub scores 17 English and 19 Math or earned a Silver level on ACT WorkKeys 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
Art	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 Assessment Program-Alternate Assessment (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 must identify an endorsement prior to entering 9th 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	
Art	1	
College and Career Readiness	1	• Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
CTE Electives	4	• Must complete a four-course sequential program of study
Additional Electives	3 ½	
Total Units Required	26	

Additional Requirements

- Earn an overall GPA of 2.5.
- Earn 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	
Art	1	
College and Career Readiness	1	• Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	7 ½	• Must meet CPC requirements for MS IHLs
Total Units Required	26	

Additional Requirements

- Earn an overall GPA of 2.5.
- Courses must meet MS IHL college preparatory curriculum (CPC) requirements.
- 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	• English I • English II
Mathematics	4	• Algebra I + two (2) additional math courses above Algebra I
Science	4	• Biology I + two (2) additional science courses above Biology I
Social Studies	4	• 1 World History • ½ Economics • 1 U.S. History • ½ Mississippi Studies • ½ U.S. Government
Physical Education	½	
Health	½	
Art	1	
College and Career Readiness	1	• Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	8	• Must meet CPC requirements for MS IHLs
Total Units Required	28	

Additional Requirements

- Earn an overall GPA of 3.0.
- Courses must meet Mississippi IHL CPC-recommended requirements.
- Earn national college readiness benchmarks on each subtest established by ACT of 18 in English and 22 in Math or 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

Kosciusko Traditional District Pathway
26 Credit Minimum

Graduation Requirements		Required Courses	Recommended Courses
English Credits	4	CCRS English I or Honors English I CCRS English II or Honors English II	CCRS English III or Honors English III or Advanced Placement or CCRS English IV or Honors English IV or Dual Credit Comp. I or Dual Credit Comp. II
Math Credits	4	CCRS Algebra I CCRS Geometry CCRS Algebra II	CCRS Algebra III or one other higher math
Science Credits	4	Biology I	Chemistry, Physics, Zoology I&II, Physical Science, Anatomy & Physiology, DC Principles of Bio I&II
Social Studies Credits	4	1 US History 1 World History 0.5 US Government 0.5 MS Studies	0.5 Geography 0.5 Economics
Health Credit	0.5	0.5 Comprehensive Health	
Physical Education	0.5	0.5 PE	
Business & Technology Credit	1	Technology Foundations, ICT, 9th Grade STEM, or Computer Applications & Keyboarding	
Art Credit	1	Art, Band, Music, or any other approved Fine Arts	
Elective Credits	7		

Kosciusko District Pathway
24 Credit Minimum

Graduation Requirements		Required Courses	Recommended Courses
English Credits	4	CCRS English I or Honors English I CCRS English II or Honors English II	CCRS English III or Honors English III or Advanced Placement or CCRS English IV or Honors English IV or Dual Credit Comp. I or Dual Credit Comp. II
Math Credits	4	CCRS Algebra I CCRS Geometry or higher CCRS Algebra II	CCRS Algebra III or one other higher math
Science Credits	4	Biology I	Chemistry, Physics, Zoology I&II, Physical Science, Anatomy & Physiology, DC Principles of Bio I&II
Social Studies Credits	4	1 US History 1 World History 0.5 US Government 0.5 Mississippi Studies	0.5 Geography 0.5 Economics
Health Credit	0.5	0.5 Comprehensive Health	
Physical Education	0.5	0.5 PE	
Business & Technology Credit	1	Technology Foundations, ICT, 9th Grade STEM, or Computer Applications & Keyboarding	
Art Credit	1	Art, Band, Music, or any other approved Fine Arts	
Elective Credits	5		

Kosciusko District Career Pathway
21 Credit Minimum

Graduation Requirements		Required Courses	Recommended Courses
English Credits	4	CCRS English I CCRS English II	
Math Credits	3	CCRS Algebra I	
Science Credits	3	Biology I	
Social Studies Credits	3	1 US History 0.5 Mississippi Studies 0.5 US Government	
Health /Physical Education Credit	0.5	0.5 Comprehensive Health 0.5 Physical Education	
Integrated Technology Credit	1	Technology Foundations, ICT, or Computer Applications & Keyboarding	
Career and Technical Education Electives Credits	4	From Student's Program of Study	
Elective Credits	2.5		

Individual Success Plan (ISP)

Each student in Mississippi schools must have an ISP that is personalized to meet his or her educational plans and career goals. Students who choose the Career Pathway Option must complete 4 career and technical education units and 2.5 elective units specified in the student's ISP. Career and Technical Pathway Options are State Board required.

Graduation Policy

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

The Kosciusko School District reserves the right to hold diplomas and or impose disciplinary action for disruptive incidents or misconduct at the graduation ceremony.

Early Graduation Policy

Students considering early graduation or completion of graduation requirements at the end of first semester should review the following criteria and consult with their counselor.

Requirements

1. Satisfied all of the requirements of a four-year graduate.
2. Must have taken and passed all state tests (Algebra I, Biology I, U S History, and English II) prior to entering their senior year.
3. Completed all state and local graduation requirements.
4. Must have taken the ACT and obtained a sub score of 17 in math and a 19 in English.
5. Submitted the early graduation request to the principal and counselor.
6. All required courses must be taken in regular school sessions, through online courses through Mississippi Virtual Public School, or Dual Credit/Dual Enrollment classes.
7. The last year of attendance is considered the senior year and all senior requirements must be met.
8. Students who choose to participate in this program will be eligible for all traditional senior honors such as Valedictorian, Salutatorian, class favorite, Hall of Fame, etc.
9. Students may not be absent from school for more than 10 days during the Early Graduation Senior Year.
10. Selection will be based on completing requirements listed above or other extenuating circumstances.

Procedures

If the applicant meets the above requirements, the student will submit a written request for early graduation to the high school principal and counselor. The request must contain a statement of endorsement and the signatures of the parents or legal guardian and must clearly express the reasons for the request. After a complete evaluation of the request, the principal will forward recommendations to the Superintendent for approval. The ultimate decision would be by the School Board upon the recommendation of the Superintendent. If approval is given, the student will be scheduled to allow him/her to accumulate sufficient credits to fulfill graduation requirements to graduate early or at the end of the first semester. He/she will not receive a diploma until after commencement. The student may participate in the commencement ceremony but should advise the Principal of the intent to participate or not to participate. Also, students fulfilling graduation requirements after the first semester are not eligible to compete in any sports, clubs, or extracurricular activities once they have completed.

College Days

Students who are classified as seniors will be permitted two excused college days during their senior year. Students who are classified as juniors will be permitted one excused college day during their junior year. These visits should be used during the months of September through April. Students wishing to make a college visit should submit a request in writing to the counselor one week prior to the scheduled visit. In order for the absence to be excused, the student must present a signed college visitation form upon his return to school. (Visitation forms are generally available on all college campuses). A college day absence **will not count against exam exemption**.

Digital Credit Recovery

Digital Credit Recovery will be offered to students in grades 9 – 12 who did not successfully complete a course during the most recent school year. Digital Credit Recovery is not for students who are taking a class for the first time. Students will complete coursework through a digital platform, then report to class to take proctored tests and exams. Students will receive individualized instruction as needed.

Students will be required to attend an established number of class meetings until they have successfully completed all requirements to recover credit. In order to participate in Digital Credit Recovery, the student must have earned a final grade of at least 60 in the course.

Digital Credit Recovery courses may include:

- | | | |
|----------------|---------------------------|-------------------------------|
| a. English I | e. Foundations of Algebra | i. Foundations of Biology I |
| b. English II | f. Algebra I | j. Biology |
| c. English III | g. Geometry | k. U.S. History |
| d. English IV | h. Algebra II | l. U. S. Government/Economics |

Two sources of data will be used to develop a program of study for each student:

- A form will be completed by each student's regular teacher that details the objectives not mastered during the regular school year.
- A pre-test will be given on the first day of class to determine the objectives the student has not mastered.

A maximum of one Carnegie unit may be obtained through Digital Credit Recovery per year. If a student is successful in Digital Credit Recovery, the final grade for the course will be no higher than the minimum passing grade of 65. A diploma will not be awarded until the student passes all SATP exams.

Sale of Merchandise at School

Students may not sell any products for any reason or school-sponsored activities without prior

approval from the principal. Products are not to be brought on campus. Any student that violates this policy will face disciplinary action.

Backpacks

Students are not allowed to have backpacks in the classroom, or in the hallways as they are transitioning between classes. Backpacks are to be kept in the students' lockers. Any students that violate this policy will face disciplinary action.

Automobiles and Student Parking

Parking is a privilege on the high school campus. Parking permits cost \$5.00 and can be revoked for disciplinary reasons. The schools are not responsible for any theft, damage, or vandalism to a vehicle while on school property. A student parks at his/her own risk and parents hereby agree that the use of the parking lot is at the student's and parent's own risk. Drivers must exercise caution at all times. Pedestrians have the right-of-way in crosswalks.

Parking Rules:

- No student may park on school grounds until he/she has provided proof of insurance, a copy of his/her driver license and purchased an authorized parking permit from the KHS office.
- Report lost or stolen permits, a replacement permit will cost \$3.00 and the student will not be allowed to park on campus until a replacement is purchased.
- Parking permit must be displayed as instructed, in the designated location on the vehicle at all times.
- Parking along curbs, in posted handicapped spaces, or in other than lined parking spaces is prohibited.

For Safety and Security Purposes the Following Will Apply:

- Student cannot give or resell his/her parking permit to another student.
- No refunds will be given to students who lose their parking privilege for disciplinary reasons.
- A parking permit cannot be transferred from the vehicle which is registered to any other vehicle without administrative approval.
- Any student who is in possession of a stolen or counterfeit permit will lose all campus parking privileges.
- Students are not to congregate in the parking lot, sit in or on their vehicles, or play loud music while on school grounds.
- Reckless driving of any type by a student while on school grounds is not permitted and the consequence for this action could possibly lead to the student forfeiting their privilege to drive or park on campus.
- Unauthorized transport of other students off campus is prohibited.
- Leaving campus without permission and not signing out in the office is not permitted.

Violations:

Violation of one or more of the parking rules or failure to comply to the safety and security procedures listed here or in the school district handbook will result in disciplinary action and could result in temporary or permanent loss of the parking permit.

To register your vehicle, you must have the following:

1. Valid Mississippi Driver's license
2. Copy of Vehicle Registration (Temporary Tags are Not Acceptable)
3. Proof of automobile insurance
4. Signed parking affidavit from parent/guardian stating that the student meets the above criteria (1-3).

CANDIDATES FOR MR. AND MISS KHS

Qualifications:

1. Residency: Must be enrolled and in attendance for two (2) consecutive semesters prior to the election.
2. Academic Average: Must have maintained an 85 or above overall average for the two (2) consecutive semesters prior to the elections.
3. Attendance: Must have missed no more than 9 days total during the past two (2) consecutive semesters.
4. *Extracurricular: Must be involved or have been involved in at least two (2) extracurricular activities over the past two (2) consecutive semesters prior to the elections.
5. Discipline: No out of school suspensions or Alt School placements for the current or prior semester.

**Extracurricular Activities: athletics, band, club organizations and offices.*

Candidates for Mr. and Miss KHS will be screened by a teacher committee consisting of five (5) members to select these individuals who meet qualifications. The slate of candidates shall be presented to the students and the top two (2) vote receivers shall progress to a runoff election.

SELECTION OF WHO'S WHO

1. Be enrolled for two (2) consecutive semesters prior to the election.
2. Must have maintained a 70 or above overall average in each course for the two (2) consecutive semesters prior to the election.
3. Must have missed no more than fifteen (15) days total in the past two (2) consecutive semesters.
4. Must be involved or have been involved in at least 1 extracurricular activity over the past 2 semesters.
5. All honors are for seniors except for class beauties/beaus and class favorites.

SELECTION OF HOMECOMING MAIDS

1. Be enrolled for two (2) consecutive semesters prior to the election.
2. Must have maintained a 70 or above overall average in each course for the two (2) consecutive semesters prior to the election.
3. Must have missed no more than fifteen (15) days total in the past two (2) consecutive semesters.
4. Must be involved or have been involved in at least one (1) extracurricular activity over the past two (2) semesters.
5. Two (2) maids will be selected from each grade by popular vote. Grade 12 seniors will select five (5)

girls by popular vote.

6. The Homecoming Queen will be selected by all students in grades 9–12 from the five (5) senior maids.
7. Each girl must submit an application to be considered for a homecoming maid or queen.

***Extracurricular Activities: athletics, band, club organizations and offices.**

STUDENT SPEAKERS AT GRADUATION CEREMONIES

The school district hereby creates a limited public forum consisting of an opportunity for a student to speak to begin graduation ceremonies and another student to speak to end graduation ceremonies. For each speaker, the district shall set a maximum time limit reasonable and appropriate to the occasion. The forum shall be limited in the manner provided by this article.

Only students who are graduating and who hold one (1) of the following neutral criteria positions of honor shall be eligible to use the limited public forum: student council officers, class officers of the graduating class, the top three (3) academically ranked graduates, or a shorter or longer list of student leaders as the school district may designate. A student who will otherwise have a speaking role in the graduation ceremonies is ineligible to give the opening and closing remarks. The names of the eligible volunteering students will be randomly drawn. The first name drawn will give the opening and the second name drawn will give the closing.

The topic of the opening and closing remarks must be related to the purpose of the graduation ceremony and to the purpose of marking the opening and closing of the event, honoring the occasion, the participants, and those in attendance, bringing the audience to order, and focusing the audience on the purpose of the event.

In addition to the students giving the opening and closing remarks, certain other students who have attained special positions of honor based on neutral criteria, including, without limitation, the valedictorian, will have speaking roles at graduation ceremonies. For each speaker, the school district shall set a maximum time limit reasonable and appropriate to the occasion and to the position held by the speaker. For this purpose, the district creates a limited public forum for these students to deliver the addresses. The subject of the addresses must be related to the purpose of the graduation ceremony, marking and honoring the occasion, honoring the participants and those in attendance, and the student's perspective on purpose, achievements, life, school, graduation, and looking forward to the future.

The subject must be designated for each student speaker, the student must stay on the subject, and the student may not engage in obscene, vulgar, offensively lewd or indecent speech. The school district shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the district treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate against the student based on a religious viewpoint expressed by the student on an otherwise permissible subject. A written disclaimer shall be printed in the graduation program that states:

“The students who will be speaking at the graduation ceremony were selected based on neutral criteria to deliver messages of the students' own choices. The content of each student speaker's message is the private expression of the individual student and does not reflect any position or expression of the school district or the board of trustees, or the district's administration, or employees of the district, or the views of any other graduate. The contents of these messages were prepared by the student volunteers, and the district refrained from any interaction with student speakers regarding the student speakers' viewpoints on permissible subjects.”

KOSCIUSKO SCHOOL CALENDAR 2023-2024

August 1-4	Professional Development
August 4	First Day for Students
September 5	<i>Labor Day Holiday</i>
October 12-14	<i>Fall Break</i>
October 18	Classes Resume
November 21-25	<i>Thanksgiving Holidays</i>
November 28	Classes Resume
December 20	Early Dismissal 60% day
December 21 – Jan. 3	<i>Christmas Holidays</i>
January 4	Professional Development
January 5	Classes Resume
January 16	<i>Martin Luther King Holiday</i>
February 20	<i>President's Day</i>
March 13-17	<i>Spring Break Holidays</i>
March 20	Classes Resume
April 7	<i>Good Friday Holiday</i>
April 10	<i>Easter Monday Holiday</i>
April 11	Classes Resume
May 19	Graduation
May 24	Last Day for Students 60% Day
May 25, 26	Teacher Professional Development

180 Student Days/187 Teacher Days

<u>Terms</u>	<u>Days</u>	<u>Ending</u>	<u>Progress Reports</u>	<u>Exam</u>
First Term	45 Days	October 6	September 7	
Second Term	45 Days	December 20	November 9	Dec 14-20
Third Term	45 Days	March 10	February 1	
Fourth Term	45 Days	May 24	April 19	May 18-24

Superintendent, Directors, Principals Contact Information

Dr. Zach Bost
Superintendent
229 West Washington Street
Kosciusko, MS 39090
662-289-4771

Josh Dodd
Federal Programs/District Testing Coordinator
229 West Washington Street
Kosciusko, MS 39090
662-289-4771

Lindsay Dickerson
Special Education Director
206 South Huntington Street
Kosciusko, MS 39090
662-289-7193

Kosciusko Lower Elementary (PK-1)
Michelle Nowell, Principal
109 Veterans Memorial Drive
Kosciusko, MS 39090
662-289-3364

Kosciusko Middle Elementary (2-3)
Dr. Sara Williams, Principal
233 South Wells St
Kosciusko, MS 39090
662-289-4653

Kosciusko Upper Elementary (4-5)
Logan Cheek, Principal
120 Fourth Avenue
Kosciusko, MS 39090
662-289-2264

Jerrelyn Jackson
Secondary Curriculum Coordinator
229 West Washington Street
Kosciusko, MS 39090
662-289-4771

Laura Carraway
Food Nutritionist
229 West Washington Street
Kosciusko, MS 39090
662-289-4771

Kosciusko Junior High (6-8)
Eli Dew, Principal
317 East Jefferson Street
Kosciusko, MS 39090
662-289-3737

Kosciusko High School (9-12)
Henry Coats, Principal
415 Veterans Memorial Dr.
Kosciusko, MS 39090
662-289-2424

Alternative School
Glenn Stevens, Principal
822 South Huntington St
Kosciusko, MS 39090
662-289-1188

DISTRICT FORMS

**2023-2024 KOSCIUSKO SCHOOL DISTRICT
STUDENT/PARENT AGREEMENT**

This is to certify that I:

1. Have reviewed the entire contents of this handbook.
2. Agree to abide by the Acceptable Use Policy for internet/email network.
3. Agree to abide by the Bring Your Own Device (BYOD) Policy.

School _____ Student Printed Name/Signature _____

This is to certify that I:

1. Will allow my student's full name, photograph, and/or work to be published in school yearbooks without liability to the school or the Kosciusko School District.

_____ YES

_____ NO

2. Will allow my student's full name, photograph, and/or work to be published on school or district websites, local paper, television, or social media without liability to the school or the Kosciusko School District.

_____ YES

_____ NO

3. "As a matter of board policy, appropriate corporal punishment of a student is permitted as a disciplinary measure in order to preserve an effective educational environment which is free from disruption and is conducive to the educational mission of the Kosciusko School District Board. **Corporal punishment is permitted as a disciplinary measure only with the parental/guardian permission.**

_____ YES/permission to administer corporal punishment

_____ NO/denial of corporal punishment

All parents and students enrolled in our schools will be provided an online copy of the handbook @ www.kosciuskoschools.com .

Parents and students will be expected to read the book and keep it for future reference.

Printed Parent/Guardian Name _____

Parent/Guardian Signature _____

Date Signed _____

**KOSCIUSKO SCHOOL DISTRICT
KOSCIUSKO, MS 39090
SCHOOL MEDICATION PHYSICIAN AUTHORIZATION
PARENT AUTHORIZATION/INDEMNITY FORM**

Student Name: _____ **School Year:** 2021-2022
School: _____ **Grade:** _____ **Homeroom Teacher:** _____

PRESCRIBER AUTHORIZATION

List any known drug allergies/reactions:

Height _____ **Weight** _____

Name of Medication: _____

Reason for Taking: _____

Dosage: _____ **Route:** _____

Frequency/Time(s) to be given: _____

Begin Medication Date: _____ **Stop Medication Date:** _____

Special Instructions: _____

Does medication require refrigeration? Yes or No

Is the medication a controlled substance? Yes or No

Is self-medication permitted and recommended for this student? Yes or No

If asthma inhaler or other emergency medication, do you recommend this medication be kept "on person" by the student? Yes or No

Potential Side Effects/Contraindications/Adverse Reactions:

Treatment Order in the event of an adverse reaction (Attach Action Plan for Asthma, Diabetes, Severe Allergies, Seizures, or Other Serious Condition)

Signature of Prescriber: _____ **Date:** _____

Phone: _____ **Fax:** _____

Parent signature on the back of this form gives permission for the school nurse to speak with the prescriber and/or pharmacy regarding this medication.

**PARENT AUTHORIZATION ON THE BACK OF THIS FORM
MUST BE COMPLETED BEFORE ADMINISTRATION OF MEDICATION**

PARENT AUTHORIZATION/INDEMNITY

I authorize the School Principal or his designee to assign unlicensed school personnel who have completed the Mississippi Board of Nursing Assisted Self Administration Curriculum the task of assisting my child in taking the medication listed on the reverse side of this form. I understand that school personnel administering this medication may not have to have any medical or nursing training. I understand that this request has been made for my convenience as a substitute for parental/guardian administration of the named medicine.

I forever release, discharge and covenant to hold harmless the Kosciusko School District, its personnel, and its Board of Trustees from any and all claims, damages, expenses, loss of services and causes of action belonging to the minor child listed or to the undersigned arising out of or on account of an injury, sickness, disability, loss or damages of any kind resulting from the administration of this medication.

The parent/guardian agrees to repay the Kosciusko School District, its personnel or Trustees any sum of money, expenses, or attorney's fee that any of them may be compelled to pay in defense of any action or on account of any such injury to the minor child listed as a result of the administration of named medication.

I release the Kosciusko School District, its personnel, and Trustees from any liability for injury arising from my child's self-administration of any medication while on school property or at a school-related event or activity. I understand that additional physician/parent signed statements will be necessary if any medication changes occur. I also authorize the School Nurse to talk with the prescriber or pharmacist should a question arise about the medication. Medication must be registered by the school nurse or designated school personnel. A medication administration log will be maintained by school personnel for each medication. Medication must be in the original container and be properly labeled with the student's name, prescriber's name, date of prescription, name of medication, dosage, strength, route, administration time/interval, and discontinue use date and expiration date when appropriate.

Student's Name: _____

Name of Medication: _____

Parent/Guardian PRINTED Name: _____

Signature of Parent/Guardian: _____

Date: _____

Signature of Witness: _____

[illegible]

FINANCIAL HARDSHIP WAIVER APPLICATION

School Year: 2023-2024

To apply for a financial hardship waiver, carefully complete this form and return to the principal's office. If you need help with this form, please call the school office. If you are approved for a waiver, it will be in effect for the entire school year and will cover all fees as listed in the Kosciusko School District Board Policy Manual.

Student Name: _____

School Name: _____

Your Relationship to the Student: _____

Explain in detail your reason for applying for this waiver:

Does this student qualify for the National School Lunch Program? _____

If yes, skip to the certification section.

FINANCIAL INFORMATION: List all Household Members' Monthly Income

Name of Adults	Social Security Number	Monthly Earnings (Before Deductions)	Monthly Welfare Payments, Child Support, and/or Alimony	Monthly Pay from Pensions, Retirement, Social Security	All other income received last month
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$

Cut Along Line

Name of Children	Age	School Attending				
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$

Total Monthly Income: _____

List any other aid you receive from any source:

CERTIFICATION:

This application is made with full knowledge that the law provides penalties for making false statements or concealing material facts to obtain the benefits of the waiver.

Signature of Parent/Guardian

Printed Name of Parent/Guardian

Home Address

Home Phone/Cell Phone

Work Phone

Date Signed

OFFICE USE

Approved _____

Disapproved _____

By _____

Information Verified by _____

Date _____

Date _____



KOSCIUSKO SCHOOL DISTRICT

www.kosciuskoschools.com