2026-2027

Elementary School Handbook

Grades K-6

Amite County School District

Amite County School District is committed to educating all children to ensure their maximum potential is met and they're prepared to function in a multi-cultural and global society.

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FOREWORD

The purpose of this book is to acquaint students, parents, and teachers with necessary information concerning the organization and administration of the Amite County School District schools.

AMITE COUNTY SCHOOL
DISTRICT ADMINISTRATION

Dr. ChaviaBradford.....Superintendent of Education
Robert McDaniel .....Assistant Superintendent of Education

DIRECTORS

Lyndsey Latham.....Business Director
Rebecca Roberts.....Special Services Director
Deshon Johnson.....Technology Director
Neal Smith.....Athletic Director
Rosa Thomas.....Transportation Director
Tara Reed.....Food Service Director
Stacy Bass.....Custodial/Maintenance Director
Belinda Spears .....Assistant Federal Programs Director

AMITE COUNTY SCHOOL DISTRICT
BOARD OF EDUCATION

District I.....Dr. Diane Cook
District II.....Monica Johnson
District III.....Bettye Fenn
District IV.....Cindy Newman
District V.....TBD

AMITE COUNTY INFO

Amite County is located in Southwest Mississippi on the border of Louisiana. As of the 2010 Census, the population was 13,131. Its county seat is Liberty. Amite County is named after the Amite River, which runs through the county.

Amite County Elementary Information

Amite County Elementary School

3457 South Greensburg Rd.
Liberty, MS 39645
Principal: Marino McDaniel

Phone: 601-657-8311
Fax: 601-657-4365

Office Hours: 7:30-4:00
School hours: 8:15-3:30
Faculty hours: 7:45-3:45

Amite County Elementary classes:

Begin/End 8:15 a.m. to 3:30 p.m.

Bus dismissal is 3:30 p.m.

Car riders will be dismissed immediately after bus dismissal.

Amite County School District 2026-2027

August 2026						
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February 2027						
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30	31					

August 3, 2026 First Day for Staff
August 6, 2026 First Day of School for Students
January 6, 2027 Students Return
May 14, 2027 Graduation
May 25, 2027 Last Day for Students

Professional Development
Holiday
60% Day
Progress Reports

TITLE IX

The Amite County School District is in compliance with the requirements of Title IX of the Educational Amendments of 1972, which prohibits sex discrimination in federally assisted education programs. Title IX states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

Questions concerning Title IX may be directed to Robert McDaniel, the local Director of Compliance, 533 Maggie Street, Liberty, MS 39645, or call 601-657-4361.

COMPLIANCE POLICIES – CONFIDENTIALITY

The Amite County School District adheres to the requirements outlined in the Family Education Right to Privacy Act (FERPA). Copies of these regulations are available on the district website.

GRIEVANCE PROCEDURE - Student

A "grievance" under this procedure shall mean a complaint by persons who believe they have been treated unfairly or otherwise discriminated against in their educational program. The following steps shall be used in processing such grievances.

Step 1:

A. The aggrieved person shall present his/her grievance in writing to the pertinent teacher or school personnel.

B. If the grievance is sexual in nature and is directed toward the aggrieved person's teacher or school personnel, the grievance shall be presented in writing to the immediate supervisor of the individual toward whom the grievance is directed. The grievance process will then follow the steps as outlined. The aggrieved person, teacher or school personnel may request a conference prior to the time a decision is rendered.

C. The teacher or school personnel shall render a written decision to the aggrieved within five (5) days after receipt of the grievance.

Step 2:

A. If the aggrieved is not satisfied at Step 1, he/she may within five (5) days, notify in writing his/her teacher or school personnel of his/her intention to appeal to the appropriate authority.

B. The aggrieved student shall appeal to the principal. The aggrieved shall include all copies of all correspondence from Step 1.

C. The aggrieved person or principal may request a conference prior to the time a decision is made.

D. The principal shall render a written decision to the aggrieved within five (5) days after receipt of the appeal.

Step 3:

A. If the aggrieved is not satisfied at Step 2, he/she may within five (5) days notify in writing the principal of his/her intent to appeal to the appropriate central office administrator.

B. The aggrieved person shall present his/her appeal in writing to the central office administrator and shall include copies of all correspondence from Steps 1 and 2.

C. The aggrieved person or the central office administrator may request a conference prior to the time a decision is rendered.

D. The central office administration shall render a written decision within ten (10) days after receipt of the appeal.

Step 4:

A. If the aggrieved is not satisfied at Step 3, he/she may submit his/her appeal in writing to the Superintendent of Education and shall include copies of correspondence from Steps 1, 2, and 3.

B. The aggrieved student or superintendent may request a conference prior to the time a decision is rendered.

C. The superintendent shall render a decision to the aggrieved student within (20) days after receipt of the appeal.

COMPULSORY SCHOOL AGE CHILD

The Mississippi Code defines a "compulsory school age child" as a child who has attained or will attain the age of six (6) years on or before September 1 of the calendar year and who has not attained the age of seventeen (17) years on or before September 1 of the calendar year; and shall include any child who has attained or will attain the age of five (5) years on or before September 1 and has enrolled in a full-day public school kindergarten program.

Section 12 of the Literacy-Based Promotion Act includes the Mississippi Compulsory School Attendance Law. Children age 5 on or before September 1 of the calendar year that have enrolled in public Kindergarten are subject to the provisions of the Mississippi Compulsory School Attendance Law. Please see the attendance section in this handbook for attendance requirements.

HOMELESS CHILDREN AND YOUTH

The district will ensure that homeless students are not stigmatized nor segregated based on their status as homeless. A homeless student will be admitted to the district school in the attendance area in which the student is living.

FOSTER CARE

The district will ensure that children in foster care remain in their schools of origin unless it is determined to be in the student's best interest to change schools. Should a school transfer become necessary, the district will coordinate with the receiving school to ensure enrollment without delay.

ASSIGNMENT TO SCHOOLS

The Amite County School District accepts only students, who physically reside full-time, weekdays/nights and weekends, within the limits of the school district with the following exception: the child of an out-of-district school employee is eligible to attend school in the district, based on the mutual consent of the school boards.

Each student must have on file at his/her assigned school a verification of residency form as required by state law. The parent(s) or legal guardian(s) of a student seeking to enroll must provide the school district with at least two documents as verification of their address, except that a document with a post office box as an address will not be accepted. If the residence of a student changes, the parent(s) or guardian(s) will be required to provide the school with at least two documents of verification of the new address.

A student who is expelled or suspended by another school district and who subsequently applies for admission to the Amite County Schools may not be eligible to enroll in any Amite County School until he/she is eligible for readmission to his/her previous school following suspension or expulsion.

ATTENDANCE POLICY FOR GRADES K- 6

Students must be present 66% of the instructional day to be marked as present for that day.

The Amite County School District encourages daily attendance of students. The Board of Education of the Amite County School District classifies all absences in grades K–6 as unexcused except for the following reasons:

1. Illness or injury that prevents the student from being physically able to attend school.
2. Isolation ordered by county health officials or the State Board of Health.
3. Death or serious illness of a member of the immediate family (defined as parents, grandparents, brother, sister, including stepbrother and stepsister, child, or spouse).
4. Required appearance in court or an administrative tribunal.
5. Observance of religious events.
6. Medical or dental appointments that are approved by the administration **prior to** the absence, except in case of emergency.

An absence is excused when the absence results from the compulsory-school-age child's attendance at an authorized school activity with the prior approval of the superintendent of the school district or his designee.

Upon the child's return to school after an absence, he/she will be required to present a **written excuse** signed by the parent or guardian. The number of days that can be excused with a parent's note is limited to ten (10) days. The teacher must receive this excuse within **two school days** after the absence, or it will automatically be considered unexcused or at the discretion of the principal after 5 days. **Telephone calls regarding absences are not acceptable.** Additional verification may be required if it is deemed appropriate.

It is the student's responsibility to initiate making up all work with his/her teacher. A student will receive an unsatisfactory grade on work not made up. Zeroes shall not be given to students who have been suspended or are awaiting Alternative School Placement/ Behavior Modification.

The following procedures will be used to notify the attendance officer of the Amite County Family Court of a violation of the compulsory school attendance law:

1. Fifth (5th) unexcused absence (excluding suspensions) Attendance officer will be
2. notified Tenth (10^{th}) unexcused absence (excluding suspensions) Attendance officer will be notified.
3. Twelfth (12^{th}) unexcused absence – (excluding suspensions) Attendance officer will be notified.
4. Amite County School Attendance Officers will have access to all student attendance records.

Students who arrive late or who are checked out early a total of six (6) times during the year will not be eligible to receive a perfect attendance award at the end of the school year.

House Bill 1530 provides that a compulsory-school age child who is absent more than 37% of his/her instructional day must be considered absent the entire day. HB 1530 requires that students must be present 66% of the individual student's instructional day as set by local School Board for each school to be counted as full day. HB 1530 establishes that local School Boards enact policies defining 37% of the instructional day.

Note: Any student absent for twenty consecutive days will be dropped from the roll unless the legal guardian advises the principal that the student has a legitimate reason for extended absence. The principal will determine the course of action to be followed concerning a student's progress and placement following an extended absence.

UNLAWFUL ABSENCES OF CHILDREN

Law enforcement officers shall be authorized to investigate all cases of nonattendance and unlawful absences of children. They shall file a petition with the youth court against parent or child under the provisions of the Mississippi Compulsory Attendance Law.

ARRIVAL TIME

For your child's safety, no student should be dropped off at school earlier than the teachers' duty time. Please check with your child's school to find out the time your child may be dropped off at school. The school/district is not responsible for students who arrive prior to the designated times.

TARDINESS

Parents are responsible for making sure students are arriving to school and getting to all classes on time. Excessive tardiness cannot be tolerated. A student who arrives after the scheduled commencement of any class period shall be considered tardy. Each instance of tardiness requires that a written explanation from the student's parent, parent's designee or guardian be received no later than the second school day following the school day in which the tardiness occurs.

Due to the uniqueness of each school, procedures for handling tardiness will be developed at each site. Some offenses may require notification of local law enforcement agencies. Each school has a written tardy policy that is available upon request.

CHECK OUT POLICY

Only the legal guardian or other person designated by the legal guardian may check a student out of school during school hours. Under no circumstances is a student to be taken out of school without official clearance.

We urge your cooperation in the school's policy of preventing unauthorized removal of a student from school. The student's safety may well depend upon strict adherence to this policy.

According to the Mississippi Department of Education, a child must attend school a minimum of 330 minutes of instruction per day.

STUDENT REGISTRATION

All students entering the public schools of Mississippi for the first time must present a certified copy of their birth certificate and two proofs of residency. A child must be six years of age (kindergarten-five years of age) on or before September 1, in order to enroll for the school year. The parent or legal guardian of a student must be present before the student will be registered.

IMMUNIZATION REQUIREMENTS

The requirement that students present a Certificate of Compliance before they are allowed to attend school was mandated by the state legislature in 1978. School officials can neither make exceptions nor issue compliance certificates. The County Health Officer, located at the Amite County Health Department, can make exceptions for medical reasons. The following vaccines are required to attend school:

A. DTaP (Diphtheria, Tetanus, Whooping Cough)
B. Polio
C. Hepatitis B
D. MMR (Measles, Mumps, Rubella)
E. Varicella (Chickenpox)

Students entering an Amite County school from another public school in Mississippi are required to present proof of clearance from their former school prior to enrollment. Students

will be placed in classes by the school principal. A standardized test will be administered as an aid in the proper placement of the students from non-accredited schools.

ADDRESS CHANGE

It is the parent's responsibility to report changes of address or telephone number to the school office immediately. Failure to do so may result in a delay of emergency contact or important information being disseminated. A change form may be requested in the school office. Two proofs of residency will be required upon updates. Failure to provide updated residency information may affect enrollment eligibility.

EMERGENCY NOTIFICATION INFORMATION

It is the responsibility of the parent to notify and update emergency notification information to the school. Forms are available at the school.

STUDENT WITHDRAWALS AND TRANSFERS

If a student is to withdraw or transfer to another school, the student's legal guardian must contact the principal. All textbooks, school property, including technology devices and library materials should be returned. Fees and debts should be paid upon withdrawal.

The student's cumulative record will be forwarded to the next school upon receipt of a request from the new school. Students wishing to participate in sporting events or related activities must meet the requirements of the Mississippi High School Activity Association.

OUT OF DISTRICT TRANSFERS

Students transferring from another district into the Amite County School District must obtain a release form from the school district in which they reside. Approval must then be secured by the Amite County School District Superintendent with final approval by the Amite County School District School Board. Transfers are subject to tuition charge and availability of space.

TRANSFER STUDENTS FROM HOME SCHOOLS OR NON-ACCREDITED SCHOOLS

Pupils from non-accredited schools will not be accepted without examinations administered. A non-accredited school shall be defined as a school that is not recognized by any of the following accrediting agencies:

a. A state accrediting agency,
b. Mississippi Private School Association, or
c. Southern Association of Colleges and Schools (SACS) or any sister affiliation of SACS.

The procedure for enrollment of transfer students who were enrolled in a non-accredited school or in a correspondence school or who were receiving home schooling will be as follows:

a. The student will be temporarily assigned during registration to grade level or subject indicated on report card, transfer papers, or written documentation from correspondence school or private tutor.
b. The principal will submit to the appropriate central office administrator a written request for the assessment(s) for those students who register from a non-accredited school, a correspondence school, home schooling, or a private tutor.
c. The principal will arrange for the testing of each student within thirty days of enrollment to the school.
d. Principals will assign the student to grade level or subject based on the student's achievement level on the test(s).

POLICY ON WITHDRAWAL OF STUDENTS DURING LAST MONTH OF SCHOOL

If a student withdraws during the last month of school, a letter will be given to his/her parents stating the child's academic situation and his/her probable classifications for the next year had he/she remained in attendance. A copy will be added to the student's cum. Academic records will be maintained and transferred in accordance with applicable state and federal requirements.

TITLE I FAMILY ENGAGEMENT OVERVIEW

The Amite County School District acknowledges the importance of family engagement as a vital, integral part of the implementation of its Title I program. It is the District's goal to increase parental engagement at the district and school level. To accomplish this goal, the district will:

1. Put into operation programs, activities and procedures for the engagement of parents in all its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA) as amended. These programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children. (Note: Every Student Succeeds Act, Section 1116 also reiterates these ESEA requirements.)

2. Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental engagement plans meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.

3. Convene a district wide and a building level annual meeting of the parents of Title I schools to: (a.) Discuss the development of the District's Title I plan. (b.) Discuss the process of reviewing and providing input into the improvement of the district and school plan. (c.) Discuss with parents the activities and programs available through Title I funding. (d.) Inform parents of their right to provide input in the design and implementation of the Title I program. (e.) Provide parents an opportunity to establish mechanisms for maintaining a continuous communication among parents, teachers, administrators, and Title I personnel through the website, meetings, online communication tools, and newsletters. This information will be given to parents in a language or manner that is understandable to parents.

4.The district will provide coordination and technical assistance and other necessary supports to assist Title I schools in planning and implementing effective parent engagement activities to improve student academic achievement and school performance through meetings at the district and school level.

5. District Title I personnel will be available to assist schools in building capacity for strong parental engagement by the following: (a.) Disseminating information from the State Department regarding the assessment model and mandated academic standards. (b.) Providing materials and trainings in the area of the state's academic standards, state and local academic assessments, monitoring student's progress and how to communicate with the school. (c.) Provide training to all Title I staff in appropriate means of communicating to parents, especially parents of English Language Learners.

6 Coordinate, to the extent possible, Title I parental engagement with programs such as Head Start, state-run preschool programs, and other programs for early intervention. For review of the full Parental Engagement Policy, please see the policy on the district website, or contact your child's school.

EVERY STUDENT SUCCEEDS ACT (ESSA)

On December 10, 2015, President Obama signed the bipartisan Every Student Succeeds Act (ESSA), which reauthorizes the Elementary and Secondary Education Act of 1965 (ESEA). The ESSA builds upon the critical work States and local educational agencies (LEAs) have implemented over the last few years. The reauthorized law sets high standards and contains policies that will help prepare all students for success in college and future careers. It prioritizes excellence and equity and recognizes the importance of supporting great educators in our nation's schools.

MISSISSIPPI STATE REPORT CARD

The Mississippi State Report Cards contain the accountability grades and information about school and district performance on statewide assessments, the graduation rate (for high schools and districts) and teacher qualifications. These report cards are made for the state,

district and individual schools. They are located on the Mississippi Department of Education's Website and will be linked to Amite County School District's website when they are available.

BALLOONS, FLOWERS, & GIFTS

Balloons, flowers, and gifts sent to students will not be allowed in the classrooms or on the bus.

CONFERENCE WITH TEACHERS

In order that your child receives maximum educational benefits, a close parent-teacher relationship is encouraged. Please contact the school's office to arrange a conference time for you, allowing at least one day's notice prior to the desired conference. For the safety of all students, parents are required to check in at the office to receive a visitor's pass upon arriving at school.

All Teacher-Parent conferences will be conducted during planning periods or before/after school.

DISTRIBUTION OF MATERIALS THROUGH STUDENTS

The school shall not establish a public forum to use the time of the schools, the pupils, and the parents for non-school purposes. The distribution of outside materials and communications to the homes through the pupils shall be kept to a minimum and confined to sources dedicated to the interests of boys and girls.

All requests from groups or individuals to distribute materials in the community through pupils, with the exceptions of those listed below, shall be denied.

EXCEPTIONS to this policy:

1. PTA and scouting materials
2. Educational institution materials approved by the superintendent.
3. Materials pertaining to activities of the city/county recreation program.
4. Public health and national defense

ELECTRONICS POLICY

The unauthorized use of electronic equipment (cell phones, iPods, cameras, tablets, e-readers, iPads, etc.) during the school day is prohibited. This includes classrooms, hallways, restrooms, playgrounds, gyms, and any off-campus areas during the school day. All equipment must be turned off and stored away. Inappropriate use of electronic equipment will be reported to the school administration for possible discipline action. Electronic equipment is brought at the risk of the student/parent. The District assumes no responsibility for lost, stolen, or damaged personal electronic devices.

LOST AND FOUND POLICY/STUDENT VALUABLES

Students should make every attempt to keep up with their personal belongings. All items brought to school should be clearly marked as to the owner's name. All clothing items, toys, games, etc. not claimed by the end of the school year will be donated to a local charitable organization. Items such as valuable jewelry, large sums of money, toys, laser pointers, and electronic games should not be brought to school. **The district assumes no responsibility for lost or stolen items.**

PARENTS' RIGHT TO KNOW

Parents of students in Title I schools are guaranteed annual notification of their "Right to Know" about the teacher qualifications of their children. Parents may request and receive from the school office the professional qualifications of the student's classroom teachers, including: (a) if a teacher is state certified; (b) if a teacher is teaching under emergency or other provisional status; (c) the baccalaureate degree major of a teacher and any other graduate degree major or certification; and (d) if a child receives services from a paraprofessional, and if so, his or her qualifications.

PARENT TEACHER ASSOCIATION (P.T.A)
The elementary school can have a Parent Teacher Association. Parents are encouraged to participate and support their schools through P.T.A.

PETS-ANIMALS
Students may not bring pets or other animals to school without permission from the principal.

PHOTO VIDEO RELEASE
Amite County School District reserves the right to film or photograph students, unless otherwise directed by parent. News media must obtain permission from the superintendent before interviewing, photographing, or filming students or personnel.

REWARD PROGRAMS
All schools in the Amite County School District have implemented positive reward programs recognizing achievement in areas of academics, attendance, citizenship, and athletics.

SCHOOL PARTIES
The principal must authorize all parties. For safety reasons, homemade baked items are not permitted. All food items must remain in the commercially- sealed package or container. Money may not be collected from students for any parties or for any gifts.

SOLICITATIONS BY STUDENTS
The collection of money and the participation of the Amite County District Schools in the collection of money for various charitable and welfare purposes shall be subject to the approval of the School Board. All money collections must be approved by the principal.

STUDENT RELIGIOUS LIBERTIES ACT OF 2013
The Amite County School District will adhere to all provisions outlined in the Student Religious Liberties Act of 2013. Please see District Policy Manual posted on the ACSD website.

SCHOOL TELEPHONES
The school telephone is for business purposes. Therefore, a student's use of the telephone is limited. Students may use the phone only for emergency purposes and only with permission.

VISITORS
The district is dedicated to keeping schools as safe as possible for students. Parents are welcome to visit the schools; however, instructional time will be protected from undue interruptions or delay. Parents should arrange visits ahead of time whenever possible. It is important to remember that a visit for observation is not the best time for conferencing with the teacher.

All visitors and parents must present a photo ID to the principal's office to be signed in and issued a visitor's pass. EXCEPTION: Kindergarten parents/guardians wishing to walk their child to class may do so for the first week of school. After that, walking children to class is highly discouraged and may only be done on a case-by-case basis with the approval of the principal. In all cases, a visitor's pass must be obtained. Student visitors are not allowed.

DISCIPLINE
Amite County School District has the authority to regulate the conduct of each boy and girl for their good and for the welfare of the total group. This control of conduct denotes rules and regulations and ensuring that these rules and regulations are honored and respected at school, on the school bus, and at school sponsored activities. This authority to maintain discipline is affirmed by State Law and decisions of the U.S. Supreme Court.

In the educative process, good discipline must be maintained. Discipline should have the qualities of understanding, consistency, fairness, and firmness. Consideration should be given to the cause, nature, condition and frequency of misconduct.

When unacceptable behavior becomes chronic and cannot be corrected through interventions or resources available to the schools, school board approved disciplinary options may be used as final efforts to influence the student's failure to behave.

SCHOOL DISCIPLINE PLAN

In conformance with the Mississippi School Safety Law of 2001 (Section 37-11-53, MS Code of 1972, amended), the following requirements shall be met by this school district:

(1) A copy of the school district's discipline plan shall be distributed to each student enrolled in the district, and the parents, guardian, or custodian of such student shall sign a statement verifying that they have been given notice of the discipline policies of the district. The school board shall have its official discipline and code of student conduct legally audited on an annual basis to ensure that its policies and procedures are currently in compliance with applicable statutes, case law, and state and federal constitutional provisions. As part of the first legal audit occurring after July 1, 2001, the provisions of Section 37-11-55 and Section 6 of Senate Bill No. 2239, 2001 Regular Session, shall be fully incorporated into the school district's discipline plan and code of student conduct.

(2) All school discipline plans shall include, but not be limited to, the following:

(a) A parent, guardian or custodian of a compulsory-school-age child enrolled in a public-school district shall be responsible financially for his/her minor child's disruptive acts against school property or persons.

(b) 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 the school attendance officer or 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 the acts of the child.

(c) 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) above may be summoned by proper notification by the superintendent of schools or the school attendance officer and be required to attend such discipline conferences; and

(d) 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 student for unlawful activity occurring on school grounds or buses.

(3) Any parent, guardian or custodian of a compulsory-school-age child who (a) fails to attend a discipline conference to which such parent, guardian or custodian has been summoned under the provisions of this section, or (b) refuses or willfully fails to perform any other duties imposed upon him or her under the 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).

(4) The 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) years who maliciously and willfully damages or destroys property belonging to the school district. However, this section shall not apply to parents whose parental control of school child has been removed by court order or decree. The action authorized in this section shall be in addition to all other actions 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 parents, for damages to which such minor or other person would otherwise be liable.

(5) The school district's discipline plan may provide that as an alternative to suspension, a student may remain in school by having the parent, guardian or custodian, with the consent of the student's teacher or teachers, attend class with the student for a period of time specifically agreed upon by the reporting teacher and school principal. If the parent, guardian or custodian does not agree to attend class with the student or fails to attend class with the student, the student shall be suspended in accordance with the code of student conduct and discipline policies of the school district.

The Mississippi School Safety Act shall take effect and be in force from and after July 1, 2001. Ref: Sections 37-3-81; 37-3-83; 37-11-54; 37-11-55; 37-11-53, MS Code of 1972, amended.

CORPORAL PUNISHMENT

Corporal punishment may be used as an alternative punishment, in accordance with the law at the discretion of the principal.

1. The principal or assistant principal may administer corporal punishment. In all cases, the principal or assistant principal must be present along with a second certified person. One will administer the punishment; the second will serve as a witness. Corporal punishment is to be administered to the buttocks only and must not be excessive. Corporal punishment will not be administered in anger. Corporal punishment will not be administered in the presence of other students and will only be administered in the principal's office or in another private location designated by him/her.
2. In all cases where the demerit system or corporal punishment is administered, a discipline form containing the following information must be completed:
   a) Student's name
   b) Date
   c) Details of specific incident for which punishment was assigned.
   d) Numbers of licks administered/Number of demerits assigned.
   e) Signature of person administering punishment.
   f) Signature of witness in the event corporal punishment is administered each time.
3. The office copy of the discipline form is to be filed in the principal's office. The parent's copy is to be sent home with the student. The teacher retains the teacher's copy. In some instances, parent signature may be required.
4. Parent permission must be given prior to administering corporal punishment.

SUSPENSION

1. A short-term suspension is defined as denial of school for three (3) days or less. A short-term suspension may be imposed upon any student by the principal or assistant principal of the school in which the student is enrolled. A conference with the student's parent or guardian is required prior to the student's reinstatement.
2. A long-term suspension is defined as any denial of school attendance of five (5) days. A long-term suspension may be imposed upon any student by the principal or his/her designee of the school in which the student is enrolled.
3. Both long-term and short-term suspensions shall be governed by the following procedures:
   a) A student may be suspended only one time for each offense.
   b) Students suspended during an examination period shall be offered an opportunity to take any examination missed at such time and under such conditions as may be determined by the principal of the school.
   c) The principal of each school shall keep a record of suspensions imposed during each school year. Such record shall contain the name, race, and sex

of each student suspended, the dates of such suspensions, and a brief description of the incident or misconduct requiring the suspension. A copy of the suspension form will be submitted to the Superintendent or his designee.

d) A student may be suspended by the principal of the school in which the student is enrolled for any reason for which a student may be suspended, dismissed, or expelled by the Board of Trustees.

e) No student shall be suspended without affording each student the opportunity to express his or her version of the incident to the principal of the school after being fully advised of the charges lodged against the student unless there are reasons which make it inadvisable to do so, such reasons must be put in the record of the incident by the principal.

f) The principal of the school may, after completing the investigation as set forth above, suspend a student without further notice or proceeding. Promptly upon the suspension of a student, the principal of the school forthwith shall send to the parent or guardian of each student a "Notice of Suspension" and shall state the name of the student, the nature of the incident resulting in suspension, the length of the suspension, and the exact date the student should return to school. The principal of the school and/or teacher(s) can arrange to discuss the incident and disciplinary measures taken if the parent or guardian expresses the desire for same. A parent or guardian conference with the principal is required for reinstatement of students on short-term or long-term suspension.

g) While not a requisite, it is desirable that the principal of the school afford the parent or guardian of the student an opportunity to confer with such principal concerning the student's behavior before suspending each student. The record maintained by the principal of the school shall show whether such conference was held with the parent or guardian of the student.

CODE OF CONDUCT-STUDENTS

In conformance with the Mississippi School Safety Law of 2001 (Section 37-11-55, MS Code of 1972, amended), this school board shall adopt and make available to all teachers, school personnel, students and parents or guardians, at the beginning of each school year a code of student conduct developed in consultation with teachers, school personnel, students, and parents or guardians. The code shall be based on the rules governing student conduct and discipline adopted by the school board and shall be made available at the school level in the student handbook or similar publication. The code shall include, but not be limited to:

a) Specific grounds for disciplinary action under the school district's discipline plan; procedures to be followed for acts requiring discipline, including suspension and expulsion, which comply with due process requirements.

b) An explanation of the responsibilities and rights of students with regard to attendance, respect for persons and property, knowledge and observation of rules of conduct, free speech and student publications, assembly, privacy, and participation in school programs and activities.

c) Policies and procedures recognizing the teacher as the authority in classroom matters and supporting that teacher in any decision in compliance with the written discipline code of conduct; such recognition shall include the right of the teacher to remove from the classroom any student who, in the professional judgment of the teacher, is disrupting the learning environment to the office of the principal or assistant principal. The principal or assistant principal shall determine the proper placement for the student, who may not be returned to the classroom until a conference of some kind has been held with the parent, guardian or custodian during which the disrupting behavior is discussed, and agreements are reached that no further disruption will be tolerated. If the principal does not approve of the determination of the teacher to remove the student from the

classroom, the student may not be removed from the classroom.

d) Policies and procedures for dealing with a student who causes a disruption in the classroom, on school property or vehicles, or a school related activity.
e) Procedures for the development of behavior modification plans by the school principal, reporting teacher and student's parent for a student who causes a disruption in the classroom, on school property or vehicles, or at school-related activity for a second time during the school year; and
f) Policies and procedures specifically concerning gang-related activities in the school, on school property or vehicles; or at school-related activities. Ref: § 37-11-55, MS Code of 1972, amended

STUDENT CONDUCT-DISRUPTIVE BEHAVIOR

In conformance with the Mississippi School Safety Law of 2001, this school district shall adhere to requirements governing student conduct.

1) For the purposes of this section:
    a) The term "disruptive behavior" means conduct of a student that is so unruly, disruptive or abusive that it seriously interferes with a school teacher's or school administrator's ability to communicate with the students in a classroom, with a student's ability to learn, or with the operation of a school or school-related activity, and which is not covered by other laws related to violence or possession or 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;

    b) 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 (2) 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. However, no student shall be considered habitually disruptive before the development of a behavior modification plan for the student in accordance with the code of conduct and discipline plans of the school district.
2) Every behavior modification plan written pursuant to this section must be developed by utilizing evidence-based practices and positive behavioral intervention supports. The plan must be implemented no later than two (2) weeks after the occurrence of the disruptive behavior.

3) Any student who, is thirteen (13) years of age or older, that does not comply with a behavior modification plan that is developed for him/her by the school principal, reporting teacher(s) and student's parent be deemed habitually disruptive and subject to expulsion on the occurrence of the third act of disruptive behavior during a school year. After the second act of disruptive behavior during a school year by a student who is younger than thirteen (13) years of age, a psychological evaluation shall be performed upon the child. Reference: MS Code § 37-11-181 (2015)

DISCIPLINE POLICY

Classroom Rules: Obeying rules is a vital part of child development. Each teacher will develop classroom rules to be approved by the principal. A copy of the rules will be sent home.

DISCIPLINE POLICY OFFICE VISITS GRADES K - 2

Principal discretion will determine the step and suspensions a child will be given. Corporal punishment may be used as an alternative punishment at the discretion of the principal. At least one document of parent contact must be employed before student is sent to the office. (This does not include severe disruptions.)

STEP 1

A) Conference with student
B) Documented parent contact

STEP 2

A) Parent conference with teacher and administrator B)
Five-day probation

STEP 3

A) One-day out-of-school suspension
B) Behavior plan developed (plan monitored bi-weekly) *

STEP 4

A) Two-day out-of-school suspension
B) Parent conference
C) Fifteen-day probation

STEP 5

A) Three-day out-of-school suspension
B) Twenty-day probation

STEP 6

A) Five-day out-of-school suspension

STEP 7

A) Recommendation for school or district hearing

*** If behavior plan is successful, student may return to Step 1. If it is not successful, the plan will be reviewed and/or revised as needed.**

GRADES 3 - 6

The principal may, at his or her discretion, with just cause, suspend or recommend expulsion of a student with or without an accumulation of demerits.

OFFENSE	Demerits
1. Behavior unbecoming of a student	2 - 46
a. Dress code violation *Example: Sagging pants, short shorts, see-through clothing, etc.* *Refer to Dress Code on page 39.*	2 - 6
b. Gambling	6 - 26
c. Improper gesture	2 - 8

d. Improper physical conduct	2 -18
e. Inciting	4 - 18
f. Misconduct and/or disrupting	2 - 8
g. Selling, trading or possession of unauthorized items or offensive items	4 -26
h. Indecent exposure	6-3 6
i. Improper physical contact (sexual in nature)	6 -3 6
j. Harassment	12-3 6
2. Bullying (verbal/written/physical gestures)	6 -3 6
3. Disobedience/disrespect to teacher or staff	4 -18
4. Disrespectful to other students	1- 4
5. Drugs: Illegal, prescription, and/or alcohol *Possession, sale/distribution, under the influence, and/or use*	36*
6. Drugs: Non-prescription/over-the-counter medications *Possession, sale distribution, and/or use*	6- 3 6
7. Electronic Equipment use (cell phones, iPods, etc.)	6- 1t
8. Fighting (more than one-on-one)	12- 3 6
9. Fighting (one-on-one)	12-3 6
Fighting with physical injury results in a district disciplinary committee hearing referral.	
10. Gang-related activity (displays, gestures, etc.)	4 -3 6
11. Gum and/or candy - chewing eating	2
12. Illegal check-out/check-in	4
13. Leaving school without permission	6-3 6
14. Misconduct on the school bus. (See Bus Transportation)	
15. Off-limit zones	2 - 4
16. Pornography offenses	2 -3 6
17. Possession or use of tobacco and related paraphernalia *Includes e-cigarettes, e-liquid, e-juice, vaping and paraphernalia*	10 -3 6
18. Possession of unauthorized chemicals and/or paraphernalia (non-drugs)	6 - 26
19. Possession/use of weapon, realistic toy gun/weapon, ammunition, mace, pepper spray, etc.	3 6*
20. Profanity	
a. Directed to a student	2 - 6
b. Directed to teacher and/or staff	4-18
c. Indirect to teacher and/or staff	4 -18
d. Use of profanity	2 - 8
21. Sexual Harassment (verbal/written/physical gestures)	6-3 6
22. Skipping	
a. Skipping class	4 - 8
b. Skipping school	12
c. Tardy to class	2
23. Striking or attempting to strike teacher or staff	

a. Intentional	36*
b. Unintentional	6 - 16
24. Strong-arm tactics (money or valuables)	16 - 24
25. Technology violation	6 - 36
26. Theft	
a. Breaking and entering	6 - 36
b. Major ($15.00 or more)	10 - 46
c. Minor ($14.99 or less)	6 - 18
d. Possession	6 - 36
27. Threats/Intimidation (verbal/written/physical gestures)	6 - 46
28. Unwarranted physical contact	6 - 26
29. Vandalism	6 - 42
a. Major ($15.00 or more)	6 - 36
b. Minor ($14.99 or less)	4- 12

*Student will receive the indicated number of demerits and a referral for a district disciplinary committee hearing.

Accumulation of the following demerits will result in the following action:

- 12 demerits—Phone conference between the parents and a principal or assistant principal, or an in-person conference between the parents and a principal or assistant principal.
- 18 demerits—One-day suspension and parent conference.
- 26 demerits—Three-day suspension and parent conference.
- 34 demerits—Five-day suspension and parent conference.
- 42 demerits—Student goes before a Faculty Disciplinary Review Committee consisting of at least five members. The Faculty Disciplinary Review Committee will have the responsibility of making a recommendation as to whether a student will be scheduled for a District Disciplinary Hearing or remain in school on probation.
- 46 demerits—Student goes before District Disciplinary Review Committee. The board will make a recommendation of probation, alternative placement, expulsion, or no action taken. Federal and state regulations will be followed when disciplinary action is taken with students who have disabilities.

Note: Any student appearing before the Superintendent's Disciplinary Committee in the last 9-week period of the school year will remain on an 8-demerit probation for 9-weeks the following school year.

Note: If a student is suspended from school, it is the responsibility of the student or parent to request make-up work from the teacher.

MERIT SYSTEM

If the student does not receive any referrals for 20 school days, he/she may have four (4) demerits removed.

SCHOOL ADMINISTRATIVE HEARING FOR STUDENT MISCONDUCT

I. PURPOSE: An administrative hearing is to be held to determine the placement status of the student. This committee is to have an option of two recommendations:

1. Allow the student to stay at his or her present school on probationary status.

2. Recommend the student be brought before the Amite County School District Disciplinary Committee for a hearing.

COMPOSITION OF COMMITTEE

1. One principal or assistant principal
2. One guidance counselor
3. Three teachers
   a. The teachers should reflect the diversity of the school.
   b. The committee chairman is to be a teacher.

II. NOTIFICATION OF HEARING

1. Student is to be told verbally.
2. Parents are to be told on phone if possible.
3. Parents are to be notified by first class mail if contact is not made.
4. The time and date of the hearing are to be stated in the call/letter.
5. The parent is to report to the office for the hearing.
6. The recommendation of the committee is to be made to the principal within 24 hours.

DISTRICT DISCIPLINARY REVIEW COMMITTEE PROCEDURES

The Amite County School District Disciplinary Hearing is to be held at the Amite County School District Office to determine placement status of the student. The committee has the option to recommend no action, probation, alternative placement, or expulsion for the remainder of the school year, or expulsion for one calendar year. Federal and state regulations will be followed when disciplinary action is taken with students who have disabilities.

Note: Any student appearing before the District Disciplinary Review Committee in the last nine-week period of the school year will remain on an 8-demerit probation for 9-weeks the following school year.

Note: The committee will consist of three (3) district employees.

EXPULSION

Expulsion is defined as any denial of school attendance beyond 10 days, which may be permanent, or which may terminate at the beginning of the next school year provided sufficient rehabilitation could be demonstrated. The power to expel a student is vested in the Amite County School District Disciplinary Review Committee subject to the review of the superintendent and board of trustees of the district.

Any principal who determines that a student has committed infractions justifying expulsion shall send a letter recommending such expulsion to the superintendent or his/her designee. The letter or recommendation shall contain the student's disciplinary record and the principal's recommendation. Concurrently, the principal shall provide a "Notice of Recommendation for Expulsion" to the parent or guardian of the student. Students recommended for expulsion may remain in attendance pending the hearing before the District Disciplinary Review Committee only if, in the opinion of the principal, the student's attendance is not disruptive to the educational program or the operation of the school.

Upon receipt of the principal's recommendation, the superintendent or his/her designee shall notify the parent or guardian of the student recommended for expulsion of the exact time and place for the hearing. This hearing shall be held within (10) days of the principal's recommendation for expulsion.

In case the student, his/her parent, legal guardian, or attorney request additional time, the student will remain out of school until the hearing occurs. School officials may exercise this same option with consent of student, parent, legal guardian, or their attorney.

The District Disciplinary Review Committee shall have the duty to review the evidence advanced by the principal in support of his/her recommendation and to hear and review any rebuttal advanced by the student, parent, or guardian. Although proceeding will be conducted informally, and formal rules of evidence shall not apply, the student and the parent or guardian has the right to:

1. Have counsel present at hearing.
2. Cross-examine or otherwise pose questions to persons giving statements adverse to the student.
3. Offer statements by the student and parent or guardian and any other person who has information relevant to the charges advanced by the principal.

The decision of the committee will rest solely upon applicable school rules and law and only upon evidence admitted at the hearing. The Disciplinary Review Committee shall hear all the facts considered before deciding. If any action of the board is required, the decision shall be rendered in writing (recorded) and presented at the next regular or recess meeting of the board with its recommendations. The principal or assistant principal shall verbally advise the student's parents(s) of the committee's decision as soon as possible.

Students who are expelled may apply for re-admission at the end of their expulsion. Such students must show evidence of rehabilitation and must have a conference with the school board before reinstatement.

Students who have completed the Amite County Alternative School/Behavior Modification Program shall be subject to the following controlling policy: When a student returns from the alternative school/behavior modification, he/she will be placed on an eight (8) demerit probation. Any student accumulating more than eight (8) demerits will be referred to the school principal. The principal shall submit his/her recommendation to the Superintendent or his designee. The parent or guardian will be notified of the recommendation.

Students who are placed on district probation will be allowed to accumulate no more than eight (8) demerits while on probation. Any student accumulating more than eight (8) demerits will be referred to the school principal. The school principal shall determine whether the infractions justify alternative placement or expulsion. Once the determination has been made, the principal shall submit his/her recommendation to the Superintendent or his designee. The parent or guardian will be notified of the recommendation and of the appropriate procedures for appealing the decision to the school board. The recommendation shall contain the student's disciplinary record and the principal's recommendations.

A photocopy of all recommendations will be sent to the Superintendent or his designee.

Amite County Alternative School

The alternative education program for students enrolled in the Amite County School District will provide educational opportunities for students who are not able to respond appropriately to regular education. The goal of the alternative education program shall be to assist the student to achieve successful learning experiences and to modify social behavior that will entitle him/her to re-enter his/her home school.

Students enrolled in behavior modification, or the alternative school can successfully complete the program in six (6) to nine (9) weeks. The length of time served will be determined by the following criteria:

- The infraction(s)
- Acceptable behavior
- Regular attendance
- Improvement in social skills
- Grades

The Principal will evaluate the student's progress to determine his/her eligibility for returning to his/her home school.

VANDALISM

The school district will not tolerate students writing on or otherwise defacing school buildings, furniture, or other school property. Students guilty of this offense will be placed on the disciplinary ladder according to school policy and **restitution will be required from the parents/guardians.**

CARE OF PROPERTY

Students should be taught responsibility for both private and public property. The care of furniture, books, playground equipment, school buses, and all other school properties must be considered a public responsibility.

Any student destroying, defacing, or marring school property will be expected to pay the costs of repairs or replacement. **A student failing to pay these costs may be suspended or expelled until he or she has made restitution.**

UNLAWFUL ACTIVITY

§37-11-29 Report of unlawful activity; students charged with crime; liability of reporting party.

"UNLAWFUL ACTIVITY" SHALL MEAN:

Aggravated assault, including but not limited to

- Assault resulting in serious physical injury or
- Assault involving use of a weapon:
- Assault on a school employee, simple or aggravated.
- Indecent liberties with a minor.
- Possession of a firearm or other weapon.
- Possession, use or sale of any controlled substance.
- Rape or sexual battery.
- Other sexual offenses.
- Murder or other homicide.
- Kidnapping or other violent acts, such as fighting.

§37-11-35 Failure to make reports, penalties

If any person charged by §37-11-29 willfully fails, refuses, or neglects to file any such report, they shall be guilty of a misdemeanor and upon conviction thereof, shall be fined not more than $1,000.00 or be imprisoned not exceeding six (6) months, or both.

As directed by Mississippi Code, §37-11-29, the following policy is enacted in the Amite County School District.

Any principal, teacher or other school employee who has knowledge of any unlawful activity or violent acts, which occurred or may have occurred on an educational property or during a school-related activity, is required to report such activity to the superintendent of the school district or his designee.

The superintendent or his designee shall notify the appropriate law enforcement officials. In case of emergency, or if the superintendent or his designee is unavailable, any principal may make the report.

Whenever any person enrolled as a student in any school or educational institution in this state which is supported in whole or in part by public funds, or who shall be an enrolled student in any private school or educational institution, is arrested for and lawfully charged with the commission of any crime and convicted of the charge for which he was arrested, or convicted of any crime after his arrest and before trial, the office or law enforcement department of which the arresting officer is a member, and the justice court judge and any circuit judge or court before whom the student is tried for the charge or charges, shall make or cause to be made a report to the superintendent.

If the charges against the student are acquitted, or if the charges are dismissed, or if the student is convicted of the charge or charges, the office or law enforcement department of which the arresting officer is a member shall notify the superintendent, and a copy shall be sent to the Secretary of the Board of Trustees of State Institutions of Higher Learning in the State of Mississippi.

This report shall be made within one week after the arrest and within one week after any charge is dismissed and within one week after the student shall have pled guilty, been convicted, or have been acquitted.
This section does not apply to ordinary traffic violations involving a penalty of less than fifty dollars ($50.00) and costs.

When the superintendent or his designee has a reasonable belief that an unlawful act occurred on educational property or during a school related activity, he shall immediately report the act to the appropriate local law enforcement agency.

School property shall include any public-school building, bus, public school campus, grounds, recreational area, or athletic field in charge of the superintendent.

The State Board of Education shall prescribe a form for making the required report. Penalties for failure to report are provided in Section 37-11-35.
Law enforcement authority shall respond immediately to the report of educational institutions, making arrests if probable cause exists. Any superintendent, principal, teacher, or other school personnel participating in the making of a required report in reference to Section 3711-29 or participating in any judicial proceeding resulting from such report, shall be presumed to be acting in good faith. Any person reporting in good faith is immune from any civil liability that might otherwise be incurred or imposed.

EXPLOSIVES AND FALSE REPORTING

It shall be unlawful for any person to report to another by any means, including telephone, mail, e-mail, mobile phone, fax or any means of communication, that a bomb or other explosive or chemical, biological or other weapons of mass destruction has been or is to be placed or secreted in any public or private place, knowing that such report is false Any person who shall be convicted of a violation of this section shall be fined not more than Ten Thousand Dollars ($10,000) or shall be committed to the custody of the Department of Corrections for not more than ten (10) years, or both.
Reference § 97-37-21, MS Code of 1972

NON-SCHOOL RELATED CONDUCT

The school district shall have the authority to suspend, expel, or change the placement of students for misconduct while not on school property or at activities other than school sponsored events.

The local school board shall have the authority to expel a pupil or to change placement to an alternative school or a home bound program for misconduct in the school, on the road to and from school, or at any school related activity or event, or for misconduct on property other than school property or other than at a school related event when such conduct, in the determination of the superintendent or principal, renders the pupil's presence in the classroom a disruption to the education environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole.

DRUG POLICY FOR STUDENTS

It is hereby declared to be the policy of the Amite County Board of Education that the use, possession, or sale of any narcotic drugs or substance which is falsely represented to be a controlled substance or which is falsely represented to be a counterfeit substance as defined in §41-29-105 and as reflected in Schedules I through V of Controlled Substances outlined in Sections 41-29-113 through 41-29-121 Mississippi Code 1972 Annotated and their amended parts in, on or about the campuses of any school ground or at any of its schools, shall be considered sufficient misconduct on the part of such student for the expulsion of such student from the school which said student is attending. Students who are under the influence of alcohol, illegal drugs, controlled substances, counterfeit substances, or drug paraphernalia while on school property, at school-sponsored activities, or while under school supervision may also be subject to disciplinary action

In arriving at the decision of whether to expel said student, the Amite County School District Board of Education may consider the prior record of said student, his or her academic achievement, his or her general aptitude for learning, prior disciplinary problems and any other factors which the board may deem, in its judgment, to bear upon punishment or decisions to be reached in the case.

INTIMIDATION

It shall be unlawful for any person to intimidate, threaten or coerce, or attempt to intimidate, threaten or coerce, whether by illegal force, threats of force or by the distribution of intimidating, threatening or coercive material, any person enrolled in any school for the purpose of interfering with the right of that person to attend school classes or of causing him not to attend such classes.

Upon conviction of violation of any provision of this section, such individual shall be guilty of a misdemeanor and shall be subject to a fine of not to exceed Five Hundred Dollars ($500.00), imprisonment in jail for a period not to exceed six (6) months, or both. Any person under the age of seventeen (17) years who violates any provision of this section shall be treated as a delinquent within the jurisdiction of the youth court.

Reference § 37-11-20, MS Code of 1972, Amended

BULLYING

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

a. Places a student or school employee in actual and reasonable fear of harm to his/her person or damage to his/her property.

b. Creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities, or benefits.

No student or school employee shall be subjected to bullying or harassing behavior by school employees or students. No person shall engage in an act of reprisal or retaliation against a victim, witness, or a person with reliable information about an act of bullying. A student who has witnessed or has reliable information that a student or school employee has been subject to any act of bullying should report the incident to the appropriate school official. Bullying should be reported as soon as possible.

Consequences for a student who commits an act of harassment or bullying shall be unique to the individual incident. The consequences will vary in method and severity according to the nature of the behavior, the developmental age of the student, and the student's history

of problem behaviors/performance. They must also be consistent with the Board of Education's approval code of student conduct. Retaliation against any student or employee who reports bullying or participates in an investigation is strictly prohibited.
Reference §37-11-67, Mississippi Code of 1972

SEXUAL HARASSMENT

This school district prohibits sexual harassment of or by any student. This policy applies to conduct during and relating to school and school-sponsored activities. Sexual harassment is inappropriate behavior and is offensive. Any student who engages in the sexual harassment of anyone in the school setting may be subject to disciplinary action up to and including expulsion.
Mississippi Code §37-11-35

SEARCH AND SEIZURE

When a principal or his designee has probable cause or reasonable suspicion, that school official has a legal right and responsibility to search personal belongings, cell phones, desks, person, and/or vehicles for any item specifically prohibited by school board policy. A witness should be present during any search. It is not necessary to give prior warning of search.

The school official should seek cooperation from the student if a search is to be made of his/her person, requesting for instance, that the contents of pocket(s) or purses be placed on a table for inspection.

POSSESSION OF PORNOGRAPHY

A student may not possess, view, send, or share pictures or text that has sexual content while the student is on school grounds, at school sponsored events, or on school buses. This policy strictly prohibits sexual material in electronic or any other form and includes but is not limited to the sexual material contained in a cellular telephone, camera phone, school Chromebooks, or personal digital assistant of sexual material transmitted by text message, e-mail, or any electronic communication device.

GANG/GROUP ACTIVITY ASSOCIATION

Gangs or groups which initiate, advocate, or promote activities that threaten the safety or well-being of persons or property on school grounds or that disrupt the school environment are harmful to the educational process. Students who wear, carry, or display gang/group paraphernalia or exhibit behavior or gestures, that symbolize gang membership and/or participating in activities that intimidate or affect the attendance of another person will not be tolerated and shall be subject to appropriate action. This behavior includes, but is not limited to, the use of hand signals, graffiti on clothes, person, and notebooks, grooming (including hair and eyebrows), which by virtue of its color arrangement, trademark, or symbol, implies an affiliation with such a group.

SCHOOL BUS RULES/TRANSPORTATION

The Amite County School District provides transportation for students living within the district. Riding the school bus is a privilege, which can be denied. Students may be assigned demerits, which may result in suspensions or expulsions from school for infractions. It is advisable for parents to review the safety rules listed below with their child.

BUS REGULATIONS

Pupils Shall

1. Be ready in the morning at the scheduled time and place for the bus to arrive and get off at assigned bus stop.
2. Always look in both directions and pass in front of the bus when crossing the street.
3. Wait until the bus comes to a complete stop before trying to load or unload.
4. Be quiet when bus is nearing and crossing a railroad or highway.

Pupils Shall Not:

1. Play on the road while waiting for the bus.
2. Put head or hands out of windows.
3. Stand or change seats while bus is in motion.
4. Do not eat on the bus.
5. Mar or deface bus. Students may be suspended from the bus until restitution is made.
6. Smoke or use intoxicants.
7. Fight or tussle.
8. Strike or threaten the bus driver.
9. Use profane language or make vulgar gestures.
10. Carry deadly weapons.
11. Make excessive noise.
12. Throw objects.
13. Commit any other act of improper conduct.
14. Carry items larger than a school -book bag and must not be placed in the aisle or obstruct the driver's view.

Note: The driver is empowered to enforce the regulations by reporting all violations to the principal or teacher. If any pupil persists in disobeying any of the regulations and rules of good conduct, school officials may expel such disobedient pupil. Safety on school buses is of utmost importance in transporting students to and from school in the Amite County School District. With this goal in mind, discipline on school buses will be handled according to the following rules:

PENALTIES FOR INFRACTIONS

1st offense - Parent contact – minimum.
2nd offense - Suspension from all buses – One (1) to three (3) days minimum
3rd offense - Suspension from all buses – Three (3) to five (5) days minimum
4th offense - Suspension from all buses – Ten (10) to fifteen (15) days minimum
5th offense - Suspension from all buses – Thirty (30) school days
6th offense - Suspension from all buses – Remainder of the year

Demerits may also be given for any offense on a school bus. Principal discretion will determine severity of the punishment.

FIGHTING OR OTHER MAJOR INFRACTIONS:

1st offense---------- Suspension from all buses – Three (3) days minimum.
2nd offense---------- Suspension from all buses – Five (5) days minimum. (Students will be subject to removal from all buses for the rest of the school year)
3rd offense ---------- Suspension from all buses for the remainder of the school year. (If the fight or major infraction occurs toward the end of the school year, the suspension could carry over into the following school year).

Students involved in a major school bus infraction including fighting may be subject to out of school suspension along with bus suspension at the discretion of the administrator administering the discipline.

PARENTS AND STUDENTS ARE REMINDED THAT WHILE BUSES ARE MOVING ANY INCIDENT THAT DISTRACTS THE DRIVER WILL BE CONSIDERED A MAJOR INFRACTION.

The punishment listed is a minimum that may occur for each offense. Administrators may administer more severe punishment if they feel the situation or infraction requires such action.

GENERAL PROVISIONS AND STATEMENT POLICY

All persons concerned are hereby placed on notice that the disciplinary actions and video cameras may be used on buses to assist in the supervision and safety of the children.

BUYING/SELLING

Students are not allowed to buy, sell, or trade anything at school, on the bus, or at the bus stop.

AMITE COUNTY Dress Code/Uniform Policy

The Amite County School Board believes strongly in the value of our students wearing uniforms to school for several reasons. Wearing a uniform saves time and reduces stress by eliminating the difficult decision about what to wear each day. It has also been proven that uniforms help reduce distractions so students can focus on their schoolwork, which increases their academic performance. Therefore, in conjunction with Administration and the Amite County School Board the following policy regarding uniforms will be:

1. Students are allowed to wear khaki or black colored **khaki style uniform** pants, shorts, skirts, or dresses only.
2. Belts are required and is considered part of the daily uniform except grades K-3.
3. White, black, or gold polo style shirts and t-shirts that display the school's logo are allowed and must fit appropriately. (No sleeveless shirts)

DRESS CODE:

The Amite County School Board, therefore, in cooperation with the Superintendent of Education and after consultation with parents, students, and teachers within the system, presents the following policy regarding student dress:

a. Student dress in the Amite County School District must conform to the principles of (1) good health and safety, (2) high moral standards, and (3) consistency with the instructional process.
b. Students at school and those representing the school away on trips or in the local community shall dress appropriately for the occasion and in keeping with the above stated principles.

Specifically:

1. None of the following will be allowed: trench coats, pajamas, half-shirts, low-cut/ revealing shirts, inappropriate dresses, house slippers, flip flops, slides, fish net stockings, and shirts advertising alcoholic beverages or tobacco, weapons, or those with obscene, offensive, or questionable printing on them.
2. Khaki or black colored khaki style uniform shorts, skirts, and dresses must be knee length. Pants with holes are not allowed.
3. Bicycle/spandex pants/shorts, leggings, jeggings, and meggings are not allowed.
4. Sagging and/or see-through pants are not allowed. Khaki or black colored khaki style uniform pants or shorts must be worn at the hip with no undergarment visible.
5. Appropriate undergarments are to be worn and always covered.
6. Hats, bandanas, headbands, or head coverings of any kind are not allowed, including being worn as a hair accessory.
7. Sunshades of any kind are not allowed.
8. Dog collars or similar type ornaments shall not be worn about the neck.

9. Only cold weather gloves are allowed during inclement weather. Gloves cannot be worn in the school building.
10. Students will not be allowed to wear clothing, caps, or hats that advertise or promote groups, fraternities, sororities, outside clubs, or organizations not associated or approved by the Amite County School Board.
11. Extremely tight-fitting or short clothing will not be allowed.
12. Clothing must not expose the midriff (with arms raised). Halter-tops are not allowed.
13. Chain(s) or other objects that may be used as a weapon (including wallet chains) are not allowed.
14. Earrings must be worn in earlobes only. For student safety, no other body piercings with rings or other jewelry is allowed. This includes nose rings and tongue studs.
15. Inappropriate/Unnatural application of make-up or hair color is not allowed. This includes, but is not limited to, designs in haircuts, and notched eyebrows.
16. Tattoos deemed to be inappropriate by the administration must be covered.
17. Hoodies are not allowed to be worn on school premises.
18. All backpacks must be clear and transparent or made from mesh which is see-through. Backpacks may be customized with name, initials, school logo,etc. Customization of the backpack should not prevent the contents of the backpack from being visible. A pouch no larger than 5.5 inches x 8.5 inches may be carried in the backpack to hold personal items. Athletic and gym bags may be kept in a supervised location at the school.

If an administrator deems the student attire inappropriate, parent(s) will be required to bring a change of clothing for a student to remain in school for the day.

CHILD NUTRITION PROGRAMS

Programs: All schools within The Amite County School District (ACSD) participate in the USDA School Breakfast Program and The National School Lunch Program.

Free & Reduced Meal Benefits: Students receive free breakfast and lunch daily.

Meal Prices for Adults & Visitors

Breakfast:$2.85
Lunch: $4.85

WELLNESS POLICY: The ACSD Board of Trustees has enacted a Wellness Policy to meet the health needs of our students and to comply with guidelines determined by the Mississippi Department of Education and the State Legislature. Restrictions are set on food and beverage items that may brought onto campus. Parents that would like to offer suggestions are encouraged to join a School Wellness Council.

CURRICULUM AND INSTRUCTION

The Amite County School District curriculum is grounded in the beliefs that every child can learn and that every child has a right to learn, and that children learn in different ways and at different rates. It is aligned with the Mississippi College-and-Career Readiness Standards (MCCRS) for the subject areas being taught, district objectives, and state/national assessments. Instructional programs are in place district-wide to address higher order thinking skills, and individual student needs in reading, mathematics, and language.

KINDERGARTEN

Kindergarten may be the first formal learning environment that the child encounters. As such, making the transition from home to school should be given careful consideration in order to make the change as easy as possible for the child. Kindergarten stresses development of the total child, enabling the child to grow socially, mentally, physically, and emotionally. The child will be given the opportunity to develop competence and self-confidence in learning areas such as language development, motor development, mathematics, creative play, and

music. The child is expected to acquire skills that will ready him/her for the more formal instruction to follow in the elementary grades, as evidenced by benchmark assessment results.

GRADING

Students will be graded as follows:

- Daily work (which may include homework), recitations, reports, etc., count 50% of the total nine weeks grade.
- Weekly or chapter tests (minimum of four per nine weeks period) count 50% of the total nine weeks grade.
- The grading scale for science, health, and social studies in grades K, 1, and 2 is:

S= Satisfactory (75-100), N= Needs Improvement (65-74), and U= Unsatisfactory (0-64).

- Math & English has Number/Letter grade.

A child must be enrolled at least 15 days during a nine-week period in order to receive a progress report or report card. Report cards are issued each nine (9) weeks and will be sent home on the second Thursday of the week after the nine-week grading period. Refer to school calendar for exact dates. Report cards should be signed and returned to school unless a parent conference is held to discuss the report card. Report cards at each school possess unique watermarks that cannot be duplicated. Please look for the watermark to verify that you have received an original report card. If you have questions about the authenticity of your child's report card, please call the school.

A failure notice will be issued to all students in grades 1-8 who are failing on the Thursday following the 3rd Friday of the term. The progress report will be sent to the parent in order to provide ample time for the parent to make contact with the teacher in regard to the situation.

GRADING SCALE FOR GRADES 1-6 GRADING SCALE

90 – 100 A
80 – 89 B
70 – 79 C
65 – 69 D
0 - 64 F

There will be no reassignment or reassessment of letter grades issued before the implementation date of a revised grading scale.

ONLINE GRADING SYSTEM

The Amite County School District has converted to the web-based student package SAMs Active Resources. Each school will send parent letters with instructions on how to log in to the website to view student's grades.

CHEATING

Students caught cheating on a test, or any other assignment will receive an unsatisfactory grade for that assignment.

HONOR ROLL K-6
Yearly

A student who earns the "Honor Roll" each nine weeks will receive the "Yearly Honor Roll" recognition.

A student who earns the "A Honor Roll" each nine weeks will receive the "Yearly A Honor Roll" recognition.

Nine Weeks Honor Roll
The nine weeks average in each subject area must be equal to 80 or above and on grade level for the nine weeks "Honor Roll".

The nine weeks average in each subject must be equal to 90 or above and on grade level for the nine weeks all "A Honor Roll".

The method of Honor Roll recognition shall be left up to the discretion of the principal.

HOMEBOUND INSTRUCTION
Students may be enrolled in the homebound program following the sixth consecutive day of absence that is a result of an illness diagnosed by a physician, provided that all requirements for homebound enrollment are met. Parents are asked to contact the school principal to arrange for up to fifteen (15) days of homebound instruction. School board approval is needed for each period of fifteen (15) days of homebound instruction thereafter.

PROMOTION AND RETENTION

KINDERGARTEN
A kindergarten student can be retained if adequate progress has not been demonstrated on the benchmark assessments. The decision to retain will be based on what is best for the student as determined by the principal and superintendent.

FIRST GRADE and SECOND GRADE
Students must pass reading, mathematics, and language with a minimum average of 65. Amite County School District also requires that students make adequate progress on district benchmark assessments. Decisions will be determined by principal and superintendent.

THIRD GRADE

Third grade students must pass reading, mathematics, language, science, and social studies with a minimum average of 65. In accordance with the Literacy-Based Promotion Act, third grade students who are not reading on grade level by the end of the third grade will be retained unless they qualify for a Good Cause Exemption.

FOURTH THROUGH SIXTH GRADES

All fourth through sixth grade students must pass reading, mathematics, and language. In addition, they must pass both science and social studies with a minimum average of 65, or they will be retained.

EXTENDED SCHOOL YEAR PROGRAM/SUMMER SCHOOL

Grades K-6

The extended school year program is designed to help students master the required skills for their grade level. Extended School Year Programs are not for promotion and are subject to funding.

TESTING PROGRAM

The Mississippi Board of Education maintains a school district accountability system that is correlated to performance of its schools. The accountability model focuses on overall student achievement by measuring each school's growth expectation and student proficiency.

The Amite County School District measures overall student achievement through its assessment program. Criterion-based assessments are administered in grade 1-8 in high priority areas to align assessment and the state curriculum. The state science assessment is administered in grades 5 and 8.

SPECIAL PROGRAMS

1. Title 1 – Provides extra resources for all students in kindergarten through eighth grade. All K-8 schools in the Amite County School District are school wide Title I.
2. Special Education – The Amite County School District offers Special Education Services to those students who qualify. If you feel your child qualifies for these services, contact the principal at your child's school.
3. Gifted Education – Intellectually Gifted program services are offered in grades 2 through 6. Referrals should be made to the Gifted Education Program teacher at the school where the student is enrolled.
4. Health Services – District nurses provide school-based clinics at each of the schools on a regular basis.
5. Guidance Service – Guidance services are available through the district elementary guidance counselor/social worker. The counselor/social worker is available to students with special problems.
6. Tutorial and Extended School Year – After-school / in-school tutorial and Extended School Year programs are available for K-6th grade students throughout the district as funds allow.

ENGLISH LEARNER PROGRAM (EL)

Philosophy

The Amite County School District recognizes the need and the requirement to provide EL (English Learner) students with linguistic and academic instruction and support services to develop English language proficiency such that, over time, they progress through school at a rate commensurate with their native English-speaking peers. To ensure educational efforts are consistent district-wide; the following requirements will be met:

- Language minority children are entitled to attend school, regardless of their ability to produce a birth certificate, social security number, or immigration documents. (Enrollment in Amite County schools is dependent upon two kinds of information: proof of residency in the district and proof of the required vaccinations.)
- Language minority children will be placed within one year of their age-appropriate grade level.
- Language minority children will not fail a subject or be retained in a grade because they do not speak English.

MULTI-TIERED SYSTEM OF SUPPORTS (MTSS)

The Multi-Tiered System of Supports integrates Response to Intervention (RtI) for academics and RtI for behavior into a unified model that recognizes the reciprocal influence academic performance and social/emotional/behavior have on each other. The main goal of the MTSS is to be prevention oriented by knowing which students need support and implementing supports as early as possible each school year. Interventions will be evidence-based and targeted to the student's needs. Progress monitoring data will be used to determine when to make changes in instruction.

The Mississippi Department of Education shall require every school district to follow the instructional model which consists of three (3) tiers of instruction:

Tier I: Quality classroom instruction based on Mississippi College-and Career-Ready Standards and Mississippi Curriculum Frameworks
Tier II: Focused supplemental instruction
Tier III: Intensive interventions specifically designed to meet the individual needs of students.

If strategies at Tier 1 and Tier 2 are unsuccessful, students must be referred to the Multi-Tiered System of Support. On those occasions that the Multi-Tiered System of Support interventions are not successful, the procedures for assisting students considered at-risk of academic failure will be followed. This committee will recommend improvements and/or forward the referral to the Multidisciplinary Evaluation Team (MET).

It is the policy of the Amite County School District that the referral of a student to the MET will begin the State of Mississippi's process for determining the eligibility of a student for special education services. Under the provisions of the Individuals with Disabilities Education Act (IDEA), students should only be considered if the student continues to be "at risk," after appropriate instructional variations and interventions have been implemented in the regular classroom or if the student is obviously disabled.

CHILD FIND

The Amite County School District participates in an ongoing effort to identify, locate, and evaluate all children from birth through 21 years of age who may have disabilities and may need special education and related services as defined by the State Policies Regarding Children with Disabilities under the Individual with Disabilities Education Act (IDEA) of 2004 (State Board Policy 7219). This applies to, but is not limited to homeless children, wards of the state, private school children, children advancing from grade and highly mobile and/or migrant children who reside within the district jurisdiction. Requests for evaluations are not limited by the number per year or time of year a request is received. The district will adhere to the relevant policies and procedures for the implementation of the Child Find requirements for local school districts under State Policies Regarding Children with Disabilities under the Individuals with Disabilities Education Act (IDEA) of 2004 (State Board Policy 7219).

SECTION 504

It is the policy of the Board of Education to provide a free and appropriate public education to each handicapped student within its jurisdiction, regardless of the nature or severity of the handicap. It is the intent of the district to ensure that students who are handicapped within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services.

Due process rights of handicapped students and their parents under Section 504 will be enforced.

The coordinator of Section 504 Rebecca Roberts, can be reached at 601-657-9174 or 3457 South Greensburg Road Liberty, Ms. 39645

TEXTBOOKS

Amite County 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 all 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.

FEES

According to state statute 37-7-335, Fees; hardship waiver; confidentiality,

1. The school board shall be authorized to charge reasonable fees, but not more than the actual cost for the following:
   a. Supplemental instructional materials and supplies, excluding textbooks.
   b. Any other fees designated by the local school board as fees related to a valid curriculum educational objective, including transportation; and
   c. Extracurricular activities and any other educational activities of the school district which are not designated by the local school board as valid curriculum educational objectives, such as band trips and athletic events.

SEX EDUCATION

In accordance with Section 37-13-171, Mississippi Code of 1972, the school district will provide instruction implementing an abstinence-plus curriculum which will include the social, psychological, and health gains to be realized by abstaining from sexual activity and the likely negative psychological and physical effects of not abstaining. According to Mississippi law:

- Sex education instruction must be age and grade appropriate.
- Students must be separated by gender when teaching the sex education curriculum.
- Parents have the right to request that their child(ren) be excused from such instruction.

PHYSICAL EDUCATION – ATHLETICS

Physical education classes are held for children from kindergarten through eighth grade. All students are required to participate in these classes unless excused by a doctor's recommendation.

Athletic appropriate shoes are expected for safety reasons. All physical education equipment such as tennis shoes, shorts, and other related items should be clearly labeled with the student's name.

SCHOOL SAFETY ACT/STUDENT BEHAVIOR

This school district shall meet requirements established under the Mississippi School Safety Act of 2001, which provides for the establishment of a School Safety Center by the Department of Education; a Safety Grant Program, available to eligible public-school districts; and a School Crisis Management Program under the State Department of Education.

The School Board of this district, with the assistance of the State Department of Education School Safety Center, shall adopt a comprehensive local school district safety plan and shall update the plan on an annual basis. (Section 37-3-83 (2), MS Code of 1972, amended)

SAFETY

The objective of the Amite County School District is to conduct all operations safely and efficiently. The district shall provide a safe and healthy environment, free of any recognized hazards, which might endanger the health or safety of students.

VIDEO SURVEILLANCE

Activities may be monitored by video surveillance on campus and buses.

EMERGENCY WEATHER PROCEDURES

It may become necessary for the Superintendent of Education to dismiss school early due to an emergency. It is highly recommended that parents have a plan of action formulated in case their child comes home and finds that no one is home. Parents should make certain that their child knows what to do and where to go in case no one is at home. Announcements will be made over several means of communication (AIMSWEB, School Status) should school be canceled or released early due to weather or other emergencies. Parents are responsible for updating contact information yearly or as needed.

FIRE AND SEVERE WEATHER DRILLS

The district has planned procedures to ensure the safety of each student in the event of a fire or severe weather. Drills are held periodically during the year to ensure speed and efficiency in getting children to their assigned places of safety.

Teachers will explain fire evacuation procedures to each child. Pupils must leave the classroom in orderly lines and walk to an assigned place outside the building. Pupils are to move rapidly in an orderly fashion. Monitors will inspect all sections of the building to ascertain that all pupils have safely vacated the building.

TOBACCO USE

As per Mississippi law, no person shall use any tobacco product on any school property. Violators shall be subject to a warning the first conviction, $75 for a second conviction and a fine not to exceed $150 shall be imposed for subsequent violations. This prohibition includes electronic cigarettes, vaping devices, and other nicotine delivery systems to the extent prohibited by law or District policy.

School property means any public-school building or bus, campus, grounds, recreational area, athletic field or other property owned, used, or operated by a local school board, school, or directors for administration of any public educational institution or during a school related activity. Sixteenth section land or lieu land without school facilities or school related activities are exempt from this Act. Anyone convicted under this Act shall be recorded as being fined for a civil violation and not for a criminal violation.

WEAPONS

The Amite County Board of Education recognizes that the possession of pistols, firearms, or other weapons on school premises or at school functions by persons other than duly authorized law enforcement officials creates an unreasonable and unwarranted risk of injury or death to district employees, students, visitors, and guests. Because of such dangers, the board hereby prohibits the possession of pistols, firearms, explosive devices (including fireworks) or weapons in any form by any person other than duly authorized law enforcement

officials on school premises or at school functions, regardless of whether any such person possesses a valid permit to carry such pistols, firearms, or weapons. The term "weapon" may include look-alike weapons, BB guns, pellet guns, stun devices, or other items determined by school administration to pose a safety risk, as permitted by District policy

INSURANCE

The school district does not provide insurance for students. Accident insurance for students may be purchased at a nominal fee under two plans:

a. Twenty-four-hour coverage.
b. Coverage during school hours.

All students participating in band or any other sports activity are required to be covered by insurance.

EMPLOYEE/STUDENT/or OTHER THIRD-PARTY INJURY

ACSD teacher or employee injured as a result of the student/parent or other third party under the state law workers compensation carrier can exercise their right to seek reimbursement. State Statute as it relates to section 71-3-71 'Compensation for injuries where third parties are liable'.

ASBESTOS POLICY

All school buildings owned by the Amite County School District have been inspected for asbestos. A management plan has been developed and sent to the Mississippi Department of Education for their approval.

A copy of the results of the inspection, along with a copy of the management plan, can be found in the office of the principal of each of the schools and the Office of the County Superintendent of Education, located at 533 Maggie Street Liberty, Ms.39083

MEDICAL CARE

Accidents/First Aid

Safety of students is paramount. Teachers are responsible for the safety of all students under their supervision.

Administration of Medication

Any student who requires medication to be given at school must comply with the school district policy for the administration of medication. **Students may not bring medication of any kind to school or take medications from school unless special arrangements have been made with the school nurse and principal**.

Administration of Prescription Medication

School personnel will not administer prescription medicine to a student unless the student's physician authorizes school personnel to administer the medicine and the parents/guardians have signed the Authorization for Administration of Medication associated with this policy. The parents/guardians are responsible for obtaining a statement from the physician authorizing school personnel to administer the medicine. The statement should include:

1. Student's name
2. Name of medicine
3. Method of administration
4. Time/s to administer the medicine
5. Amount of medicine
6. Date to discontinue or review administration of medicine
7. Physician's signature
8. Date

The parents/guardians are responsible for getting the medicine to the school. All medicine must be in a proper container with a label from the pharmacy which states the following:

1. Student's name
2. Name of medicine
3. Method of administration
4. Time/s to administer the medicine
5. Prescription number
6. Name of pharmacy
7. Date filled

A. **Prescription Medication** - A Medication Authorization Form for the administration of medication must be completed by the parent/guardian and placed on file at the school before any medication will be given at school. A new authorization must be completed at the beginning of each year or whenever there is a change in the medication dosage or schedule. In accordance with state law, students who need to keep certain medications in their possession for emergencies will need authorization from their parent guardian and the physician. All authorization forms are available online at the time of registration or from the school nurse. Prescription medications must be supplied and brought to school by the parent/guardian or authorized adult.

The medication must be in the original labeled container. The prescription label must have the student's name, name of the medication, dosage, route, time to be given, and the name of the prescribing physician. Parents should request the pharmacist to provide a container labeled for school use. Only the required number of doses needed at school should be brought in the container. It is the responsibility of the parent/guardian to ensure that adequate medication is available at the school.

In the event the school nurse is not available to administer medication, e.g., field trip, unlicensed school personnel, who have completed the Assisted Medication Administration Training, will assist the student with taking his/her medicine. Some restrictions may apply.

All medications will be kept in a secure area at school and administered only by designated personnel. All students' medications must be picked up by the parent/guardian at the end of the school year or when the medication is no longer needed. Medications left at school will be disposed of on the school nurse's last workday of the year.

B. **Over-the-Counter Medication** - The school nurse, in accordance with standing orders written by the Amite County School District Medical Director and with written authorization by the parent/guardian, may give a limited number of over the-counter medications. If the school nurse is not available, the parent/guardian must bring the medication to school and administer it. Students require an Authorization for Administration of Over-the-Counter Medications Form completed and signed by the parent/guardian to receive over-the-counter medications at school. This authorization is completed online with student registration and is valid for one year. School nurses will not be able to administer any other over-the counter medications unless the following is completed:

- Medication has been prescribed by a licensed health care provider
- Medication is brought to the school, in a properly labeled prescription bottle/container, by the parent/guardian.
- Written authorization from a parent/guardian has been received

C. **Medication Administration on Field Trip** – Due to the severity of student's medical conditions on school campuses, school nurses may not attend field trips. Provisions will be made to train professional school staff to assist students with medication administration on field trips. Some restrictions may apply.

The school reserves the right to refuse administration of any medication when circumstances warrant such action. This may include adverse reaction, incomplete instructions for administration, non-compliance by the parent or student with school policy, or other extenuating circumstances. The parent/guardian will be notified of these situations.

Asthma and Anaphylaxis Child Safety Act

Amite County School District will comply with the Mississippi Asthma and Anaphylaxis Child Safety Act. The school nurse or trained personnel will administer an auto-injectable epinephrine to a student who it is believed, in good faith, to be having an anaphylaxis reaction, whether or not the student has a prescription for epinephrine.

The school nurse or trained personnel may administer medication and maintain for use when necessary.

Prescribed medication for asthma (rescue medication), and for anaphylaxis (epinephrine) should be kept in the nurse clinic unless written permission for a student to carry these prescription drugs has been agreed to by the physician, parent, and school nurse. It requires, in part, that the student has demonstrated the necessary maturity to keep it on their person. **If your child has been diagnosed with asthma or anaphylaxis, an Amite County School District Action Plan must be completed by the healthcare provider and parent/guardian at the beginning of each year, or whenever there is a change in the medication dosage or schedule.** These forms are available at the time of registration or from the school nurse. MS Code §37-11-71

Communicable Diseases

At Amite County School District, it is our responsibility to be proactive against the spread of infection. Students will be sent home and are to stay home until they are without a fever (Temperature is less than 100.4 degrees Fahrenheit taken orally) for 24 hours without the use of fever-reducing medicine. When a student becomes ill at school, he/she shall be observed by a school staff member and a parent/guardian will be contacted.

Students with communicable diseases are required to remain at home until a physician certifies them able to return to school. Listed below is a guide for communicable diseases to which children are most susceptible.

- **Chicken Pox**: A highly infectious viral disease that begins with small red bumps that turn into blisters after several hours. The blisters generally last for 3-4 days and then begin to dry up and form scabs. These lesions (bumps/blisters) almost always appear first on the trunk rather than the extremities. The child may return to school after the lesions are crusted and dry and no new ones are forming. Exposed children may attend school.
- **FLU (Influenza):** Influenza is an acute (sudden onset) viral disease of the respiratory tract characterized by fever, headache, muscle aches, joint pain, malaise, nasal congestion, sore throat and cough. Influenza in children may be indistinguishable from diseases caused by other respiratory viruses. The student may return to school after free of fever for 24 hours and feeling well.
- **Measles (Rubella)**: Symptoms may include fever, hacking cough, and conjunctivitis. The child may return to school when free of fever and the rash is fading (this usually takes 5 to 7 days). Exposed children may attend school.
- **Meningococcal Meningitis**: This illness is a rare but sometimes fatal infection affecting the membranes of the spinal cord and brain. Meningitis can be caused by a variety of organisms or germs such as *Haemophilus influenzae* type b (Hib) and

Neisseria meningitidis (meningococcal). It is spread through the exchange of respiratory droplets, which includes sharing a drink or utensils, kissing, cough, and sneezing. Symptoms may include sudden high fever, headache, stiff neck, nausea, vomiting, and exhaustion. Symptoms progress quickly, and prompt medical attention is critical. Immunization can reduce one's risk and is strongly recommended for all preteens, teens and young adults. Infected individuals may return to school after treatment with antibiotics and clearance by a physician.

- **Mononucleosis**: This is an infectious disease characterized by fever, sore throat, swollen glands in the neck area, and generalized weakness. The child need not be excluded from class, unless requested for medical reasons, but may return when free of fever and feeling well enough and clearance by a physician.
- **Conjunctivitis (pink eye)**: This is an infectious disease characterized by redness of the eye(s), excessive tearing, itching, and discharge. Some cases may require antibiotics; therefore, a physician should be seen. Children may return to school after a physician has been seen, or when redness/discharge is improving.
- **Strep throat/Scarlet Fever:** Strep throat a communicable disease characterized by sore throat, fever, and tender, swollen lymph glands in the neck. Scarlet fever is a streptococcal infection with a rash (scarlatiniform rash). It is most associated with strep throat. In addition to the signs and symptoms of strep throat, the person with scarlet fever has an inflamed, sandpaper-like rash and sometimes a very red or "strawberry" tongue. The rash is due to a toxin produced by the infecting strain of bacteria. The student may return to class 24 hours after treatment has been started if free of fever.
- **Mumps**: Pain in chewing or swallowing may be earliest symptoms, followed by chills and headache. The child should not return to school until all swelling has disappeared, usually nine to twelve (9-12) days from onset.

Skin Infections

- **Impetigo**: The child may return to class 24 hours after treatment has been started. Lesions that are still oozing and are on exposed skin surfaces should be covered.
- **Poison Ivy/Oak**: Not contagious person to person.
- **Ringworm**: Return to school when under treatment.
- **Scabies**: Return to school when under treatment.
- **Staph**: Children who have a minor staph infection of the skin such as a pimple may attend school. Those who have a more serious staph infection that requires medical treatment should not return to school until 24 hours after treatment has been started and is free of fever. Any lesions that are oozing and are on exposed skin surfaces should be covered with a leak-proof bandage. Clearance by a physician

Communicable Disease Spread by Non-Casual Contact

When reliable evidence or information from a qualified source confirms that a student/staff member is known to have a communicable disease or infection that is known not to be spread by casual contact, such as HIV infection, Hepatitis B, and other like diseases, the decision as to whether the affected person will remain in the school setting will be addressed on a case-by-case basis in accordance with state and federal law.

Emergency Care (First Aid)

The school attempts to provide an environment in which the student will be safe from accidents. Emergencies shall be dealt with promptly by teachers, first aid specialists, and principals by taking appropriate action, including sending a child to the hospital or summoning medical aid or an ambulance. In all cases where it is necessary to send a student to the hospital, every effort must be made to notify parents.

If an accident occurs, first aid will be administered. School personnel shall not exceed usual practice of competent first aid (American Heart Association Standards CPR/First Aid). When

a student becomes, ill or injured at school, he/she shall be observed by a school staff member and, if necessary, sent to the office to contact his/her parents or legal guardian.

BED BUG POLICY

When a student is identified with bed bugs present on them at school, the parent will be contacted and education materials about transporting bed bugs and care at school will be given to the parent to prevent the spread of bed bugs at school. Prompt reporting is necessary, so the presence can be confirmed, and prompt action taken to prevent the spread. Based on an assessment, the principal and/or the school nurse may require the student to be dismissed for the remainder of the day to address the infestation.

Head Lice Policy

I. IDENTIFYING INFESTED CHILDREN

A. BY SCREENING – Routine screening for head lice will be conducted in the fall and spring for students in grades K-12, by school nurses, teachers, or other school staff who have been instructed in the technique.

B. BY INDIVIDUAL CASE – Throughout the year, any student suspected of having head lice will be examined by the teacher, and, if evidence of infestation is seen, child will be re-examined by the other "confirming" examiner. If infested, the child will be handled as described in section 2, "HANDLING OF INFESTED CHILDREN" below. If one child in a classroom is found to be infested, the entire class will be screened as described above. (This is recommended by the MS Department of Health but not required)

II. HANDLING OF INFESTED CHILDREN

A. The parent will be called to initiate treatment as described in section 3, "TREATMENT" see below. Care will be taken not to embarrass the child and to assure that no stigma is attached to him/her. Detailed guidelines for treatment will be sent home with the child.

B. RETURN TO SCHOOL – The child may return to school as soon as the parent provides evidence of treatment, a note stating the date of treatment: A note from the parent describing the treatment, e.g., "Johnny was treated with XYZ shampoo according to package directions on 09/12/16", and the box top or package label from the product used. The treatment should be an approved medical treatment and not a home remedy. At this time, the child will be reexamined. A few nits (eggs) may still be seen even in an adequately treated child and are not evidence of continuing infestation. If the child has not been satisfactorily treated, admission will be refused. Upon the third incidence or notification of head lice within a school year, the student will be referred to the county health department for instruction and assistance.

III. TREATMENT

A. INDIVIDUAL – Several effective products are available over the counter (OTC) and prescription form. Over the counter medications approved by Food and Drug Administration (FDA) contains one of the following active ingredients: Pyrethrin's combined with piperonal butoxide. FDA approved prescription medications are Benzyl alcohol lotion,5%, Ivermectin lotion,0.5% and Malathion lotion,0.5%. Treatment with any approved pediculicidal (lice-killing) product should be adequate. An initial treatment should kill adult and larval lice but will not kill all the eggs. A second treatment 7-10 days later (8 is ideal), after the eggs left by first treatment have all hatched, will kill newly hatched lice before they mature and reproduce and complete the treatment process. A second treatment is recommended unless otherwise prescribed by a physician. If only one treatment is prescribed, the student will be re-checked upon return to school, and then again in seven (7) days. If a second treatment is done or required, parents must furnish evidence of the treatment no earlier than seven (7) days and no longer than ten (10) days after the first. The same evidence, note from

parent and box top/package label, is required. A child should not miss more than one (1) or two (2) days because of treatment for head lice. If the child is absent more than three (3) days, the school attendance officer will be notified.

IV. STUDENTS WITH RECURRING HEAD LICE:

A. If a student has had head lice on three (3) occasions during (1) school year while attending school or if the parent of the student 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 nurse, the principal, or his/her designee shall notify and refer the county health department of the recurring problem of head lice for that student.

FAMILY – Household members of a child with head lice should be examined for lice (by a family member who knows how, the family doctor, or someone else knowledgeable about lice) and any infested persons should be treated as described above. Persons that share a bed with the infested child should be examined and may need treatment as well.

HIV Policy

A student with HIV infection has the same right to attend school and receive services as any other student and will be subject to the same rules and policies. School authorities will determine the educational placement of a student with HIV infection on a case-by-case basis following established policies and procedures for a student with chronic health problems or disabilities. The school authorities will consult with the student's physician and parent (or guardian); respect the student's and family's right to privacy; and reassess the placement if there is a change in the student's need for accommodation or services. The student's parent or guardian will be requested to sign a release of information form to allow communication between the physician and the school system.

CHILD ABUSE OR NEGLECT

In compliance with MS Code 43-21-353, district administrator or designee shall immediately report suspected child abuse or neglect to the Mississippi Department of Human Services. The number for the Child Abuse hotline is (800)-222-8000.

SUICIDE PREVENTION POLICY

The Amite County School District recognizes that suicide is a major cause of death among youth and should be taken seriously. This school district shall utilize training materials and resources developed by the Mississippi Department of Mental Health and shall comply with all requirements of the Mississippi Department of Education regarding suicide prevention.

TECHNOLOGY

The vision of the Amite County School District is to provide students with the tools and abilities needed to become successful citizens in the global information society. With students as the primary recipients of the technology, the district's mission of integrating technology in the classroom allows instruction to move from a teaching-centered environment to a learning-centered environment. This integration provides the tools to accomplish the National Educational Technology Standards for students.

FACEBOOK

In each school, the principal or his designee may establish a FACEBOOK page for posting educational information and important announcements. Parents are encouraged to join to keep informed.

AMITE COUNTY SCHOOL DISTRICT ELECTRONIC ACCESS/ACCEPTABLE USE POLICY

Amite County School District, referred to as the District, is providing employees and students with access to the District's electronic communication system, referred to as the District system, which includes Internet access. The District system has a limited educational purpose. The term "educational purpose" includes use of the system for classroom activities and professional development. The purpose of the District system is to assist in preparing students for responsible citizenship and success in life. The District system provides electronic access to a wide range of information and the ability to communicate with people throughout the world.

ACCEPTABLE USE GUIDELINES FOR TECHNOLOGY RESOURCES AMITE COUNTY SCHOOL DISTRICT DEFINITION OF THE DISTRICT SYSTEM

The District's computer systems and Intranet are any configuration of hardware and software. The systems and networks include, but are not limited to, all of the computer hardware (i.e., servers, laptops, probe-ware, presentation stations, and digital cameras), operating system software, application software, stored text, and data files. This includes, but is not limited to, electronic mail, local databases, and externally accessed databases, such as the Internet, CD-ROM, optical media, clip art, digital images, digitized information, communications technologies, and new technologies as they become available. The District reserves the right to monitor all technology resource activity. All electronic transmissions will be archived according to District policy.

PURPOSE

Providing access to the District system promotes academic excellence in accordance with the District's educational objectives. This computer technology provides resource sharing, innovation, and communication that will help launch today's schools into the information age.

GENERAL USER RESPONSIBILITIES

Users are responsible for appropriate behavior on the District system just as they are in a classroom or on school grounds. Communications on the system are often public in nature. General school rules for behavior and communications apply. It is expected that users will comply with District standards and the specific rules set forth below. The use of the network is a privilege, not a right, and may be revoked if abused. The user and/or his parent/guardian are personally responsible for his/her actions in accessing and utilizing the District system. The user is advised never to create, access, keep, or send anything that they would not want open to the general public.

DISTRICT RESPONSIBILITIES

The District maintains and reserves the right to review any material on user accounts for the purpose of maintaining acceptable use of the system. The District will maintain the system properly and efficiently to allow full access to the user.

EDUCATOR RESPONSIBILITIES

Educators are responsible for disseminating and enforcing the District Acceptable Use Policy. Teachers are responsible for teaching proper techniques, for guiding student access to educational use of the system, and for assuring that students understand that if they misuse the network, they will lose their privilege to access the Internet.

PARENT RESPONSIBILITIES

Even though the District maintains a filtering system, it is not possible for the District to monitor and enforce a wide range of social values in student use of the Internet. Therefore, it is ultimately a parental/guardian responsibility for the student's understanding of and

compliance with the District Acceptable Use Policy including the consequences of non-compliance.

STUDENT RESPONSIBILITIES

Students are responsible for appropriate behavior on the school's computer network just as they are in a classroom or on school grounds. General school rules for behavior and communications apply. It is expected that users will comply with district standards and the specific rules set forth in the Student Account Agreement. The use of the network is a privilege, not a right, and may be revoked if abused.

CONDUCT OF BEHAVIOR

Proper behavior, as it relates to the use of District system, is no different than proper behavior in all other aspects of Amite County School District activities. All users are expected to use the District system in a responsible, ethical, and polite manner.

CONSEQUENCES OF VIOLATING THE ACCEPTABLE USE POLICY

The District may suspend or revoke a system user's access to the District system upon violation of the District Acceptable Use Policy and/or administrative regulations regarding acceptable use.

ACCEPTABLE USES

The District system will be used only for learning, teaching, and administrative purposes consistent with the District's mission and goals.

UNACCEPTABLE USES

1. Commercial use of the District's system is strictly prohibited.
2. Software may not be placed on any computer, whether stand-alone or networked to the District system, without permission from the school principal or District Technology department.
3. All users are expected to follow existing copyright laws.
4. Attempting to log on or logging on to a computer or email system by using another's password is prohibited. Assisting others in violating this rule by sharing information or passwords is unacceptable and may result in the revocation of access.
5. Improper use of any computer or the network is prohibited. This includes but is not limited to the following:
   - Using racist, profane, or obscene language or materials
   - Using the network for financial gain, political or commercial activity
   - Attempting to or harming equipment, materials or data, etc. associated with the system
   - Attempting to or sending anonymous messages of any kind
   - Using the network to access inappropriate material
   - Knowingly placing or creating a computer virus on a computer or the network
   - Using the network to provide addresses or other personal information
   - Accessing of information resources, files and documents of another user without their permission

RIGHTS OF ALL USERS

Parents/guardians may request the termination of their child's individual student Internet access at any time. It is the student's responsibility to comply with their parent's/guardian's request for no individual Internet access. Parents/guardians should be aware that District teachers utilize Internet and electronic resources for classroom instructional purposes.

STATEMENT OF COMPLIANCE

In compliance with the Amite County School Board, The Children's Internet Protection Act, and the Children's Online Privacy Act of 1998, the District system is equipped with an Internet filtering software program that limits access to "visual depictions" and material that may be harmful to minors. However, no filtering system is perfect, and the District does not guarantee that all objectionable content will be blocked.

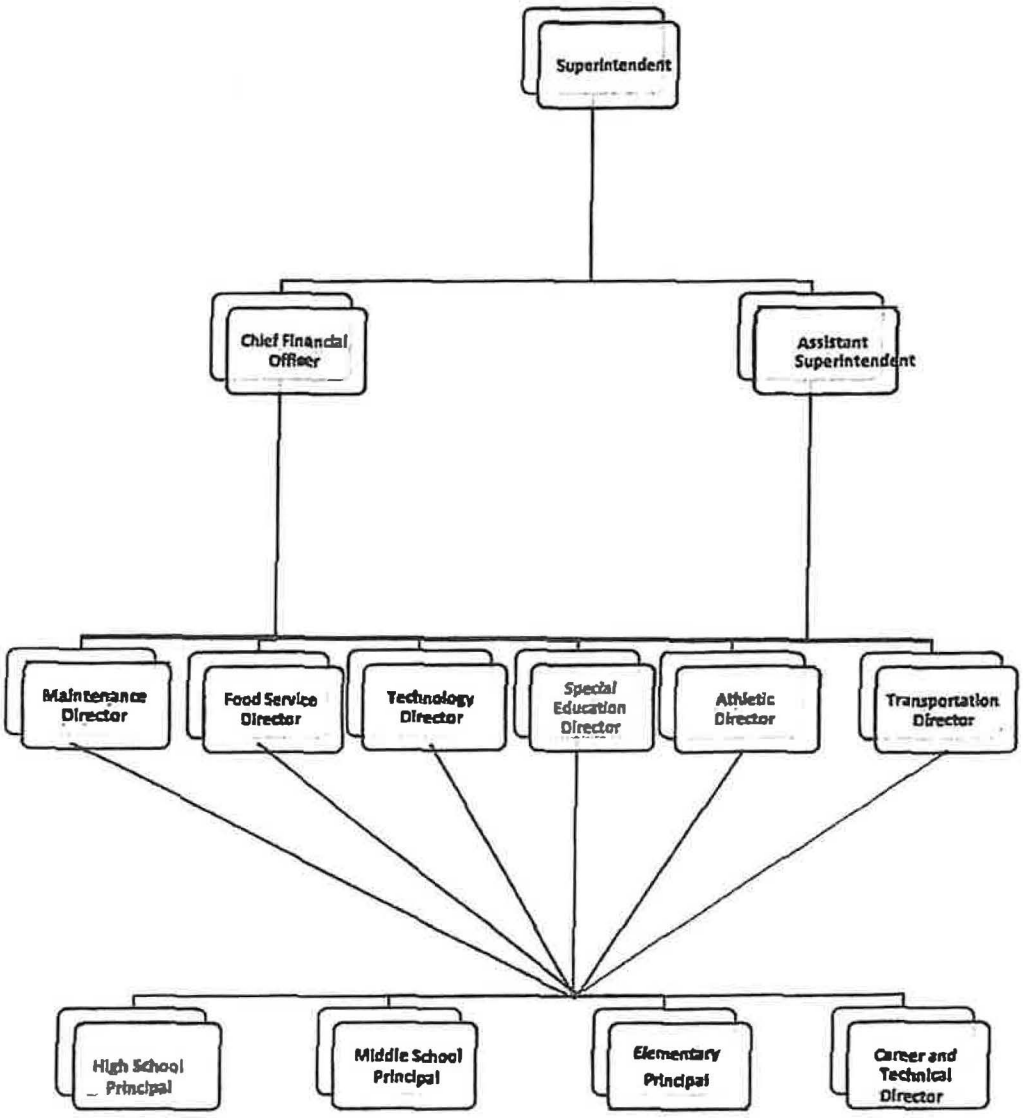
DISCLAIMER OF DAMAGES

The Amite County School District assumes no liability, either expressed or implied, for network information services accessed on District system. The District shall not be responsible for any damages suffered while using the system. These damages include loss of data because of delays, non-deliveries, misdirected deliveries, or service interruptions caused by the system errors or errors committed by individual users.

Amite County School District Student Account Agreement

To ensure that both students and parents understand what constitutes acceptable use of technology in the Amite County School District, the District asks all students and their parents to review the following agreement.

1. Do not share your password with anyone and do not try to obtain another person's password.
2 Do not play games or participate in chat rooms, interactive bulletin boards, web-based email, or any other online real-time conversations unless given written permission by an adult in authority and supervised by a person in authority for each instance.
3. Do not enter any information about yourself, anyone else or the school. This includes name, address, telephone number, email address, or any other personal information. Also, do not impersonate or misrepresent yourself or others.
4. Does not access, send, promote, or print hate mail threats, harassing information derogatory remarks, material of a sexual nature, information that could be harmful to you or others, and other anti-social communications. Do not use impolite, abusive, or objectionable language.
5. Does not access, alter, or otherwise tamper with computer system files, network files, or other students' files. Do not log onto, look at, or otherwise tamper with any directory or drive other than the one to which you are assigned.
6. Do not damage the computer, any of its parts, the printer, the network, or any other technologies available for use. This includes introducing any virus that may destroy files or disrupt service to other users.
7. Do not interfere with the operation of the District system by installing illegal software, shareware, or freeware, including games, but not limited to MP3's, other music, or video.
8. Do not insert any external drive into any networked computer without specific permission from a person in authority.
9. Do not waste limited resources such as disk space, paper, ink cartridges, or printing capacity by printing unnecessarily or excessively.
10. Do not transmit any materials in violation of any U.S. or state regulation, including, but not limited to, copyrighted material, threatening or obscene material, or material protected by trade secret.
11. Do not use the District system for commercial activities, product advertisement, or political lobbying.
12. Report any malfunction or repair needed on the District system or equipment to your teacher immediately.
13. Report any observed intentional abuse of technology equipment to your teacher immediately.
14. Be prepared to accept the consequences of your actions.
15. Keep food, drink, candy, gum, etc. completely away from all computer equipment and related technologies.
16. Because there can be no assurances that you will not encounter objectionable material while working on the Internet, you will immediately leave the Internet site if this occurs and report the incident to your teacher.
17. Do not have an expectation of privacy or confidentiality in the contents of electronic communications network or of files stored in your directory. Understand the District system is the property of the District and, at any time, the files you maintain can be reviewed, removed, if warranted, and any violation of rules will be reported to the proper authority.


Superintendent
Chief Financial Officer
Assistant Superintendent
Maintenance Director
Food Service Director
Technology Director
Special Education Director
Athletic Director
Transportation Director
High School Principal
Middle School Principal
Elementary Principal
Career and Technical Director