

Student Handbook 2016-2017

LAFAYETTE MIDDLE SCHOOL
102 Commodore Drive
Oxford, Mississippi 38655

(662) 234-1664
Fax (662) 232-8736

Principal	Chad Chism
Assistant Principal	Joseph Adams
Assistant Principal	Clint Jordan
Counselor	Amanda Martin
Counselor	Macy Worthem Woods

This School Handbook belongs to:

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Homeroom _____

Lafayette County School District 2016-2017 Calendar

July 1-29, 2016	Staff Development Days (2)
August 2, 2016 - Tuesday	Staff Development Day (1)
August 3, 2016 - Wednesday	Staff Development Day (1)
August 4, 2016 - Thursday	Staff Development Day (1)
August 5, 2016 - Friday	First Day for Students
September 5, 2016 - Monday	Labor Day Holiday
September 8, 2016 - Thursday	Progress Reports
October 3-6, 2016	First Nine Weeks Exams
October 7-10, 2016	Fall Break
October 11, 2016 - Tuesday	School Resumes
October 13, 2016 - Thursday	Report Cards
November 10, 2016 -Thursday	Progress Reports
November 21-25, 2016	Thanksgiving Holiday
December 14-19, 2016	Second Nine Weeks Exams
December 20, 2016 - Tuesday	60% Final Day for Students
December 21, 2016 - Jan 3, 2017	Christmas Holiday
January 4, 2017 - Wednesday	Staff Development Day (1)- No Students
January 5, 2017 - Thursday	Students Return
January 12, 2017 - Thursday	Report Cards
January 16, 2017 - Monday	Dr. Martin Luther King Jr. Holiday
February 9, 2017 - Thursday	Progress Reports
February 20, 2017 - Monday	President's Day – No School
March 7-10, 2017	Third Nine Weeks Exams
March 13-17, 2017	Spring Break
March 23, 2017 - Thursday	Report Cards
April 14, 2017 - Friday	Good Friday Holiday
April 17, 2017 - Monday	Good Monday Holiday
April 20, 2017 - Thursday	Progress Reports
May 17-22, 2017	Final Exams
May 19, 2017 - Friday	Graduation
May 23, 2017 - Tuesday	60% Final Day for Students
May 24, 2017 - Wednesday	Staff Development Day (1)
May 25-26, 2017	Make-up Days for Inclement Weather

Note: Makeup days for inclement weather will be the week of May 25-26, 2017 and/or other holidays as needed.

First Semester: Student Days	90	Faculty Days	95
Second Semester: Student Days	90	Faculty Days	92
Total:	180		187

School Board

Mr. William McGregor, President
Mr. Bob Colston, Secretary
Mr. Ken Hewlett
Mr. Johnny Parker
Dr. Judith Thompson

County Administration

Dr. Adam Pugh, Superintendent of Education
adam.pugh@gocommodores.org
Dr. Jeremy Stinson, Director of Curriculum & Testing
jeremy.stinson@gocommodores.org
Patrick Robinson, Federal Coordinator/ Secondary Curriculum
patrick.robinson@gocommodores.org

MISSION OF THE LAFAYETTE COUNTY SCHOOL DISTRICT

The Lafayette County School District believes that all children can learn. Our mission is to provide a quality education. All students will be required to spend sufficient amounts of time on tasks to master basic skills.

Materials, supplies and support services will be provided to ensure the understanding and mastery of these objectives. Requirements regarding testing, grading, promotion, retention, and graduation are based upon student performance of our district specifications.

The provision of quality formal education is the primary function of the school district. All other activities are dedicated to be supportive of the educational efforts. All employees of the school district are considered to be essential to achieving the school district's mission. A staff evaluation and personnel development program is available to help individuals accomplish the job for which each is employed. Such effort should assure an orderly, healthy and safe atmosphere when pupils are in the care of the school district.

We will work toward building a more effective school each year.

LAFAYETTE COUNTY SCHOOL DISTRICT PUBLIC NOTICE

THE LAFAYETTE COUNTY SCHOOL DISTRICT WISHES TO INFORM ITS STAFF, STUDENTS, AND PARENTS AS TO THE STATUS OF ITS ASBESTOS MANAGEMENT PROGRAM. THE DISTRICT HAS ON FILE WITH THE MISSISSIPPI DEPARTMENT OF EDUCATION AN APPROVED ASBESTOS MANAGEMENT PLAN. REMAINING ASBESTOS MATERIALS IN DISTRICT FACILITIES ARE IN GOOD CONDITION AND DOES NOT PRESENT HEALTH RISKS TO STUDENTS, EMPLOYEES OR THE GENERAL PUBLIC.

ASBESTOS MANAGEMENT PLANS ARE AVAILABLE FOR PUBLIC REVIEW AT EACH SCHOOL LOCATION AND THE DISTRICT OFFICE.



Education for Homeless Children and Youths (Title X, Part C)

The McKinney-Vento Act defines “homeless children and youth” as individuals who lack a fixed, regular, and adequate nighttime residence. The term includes-

- Children and youth who are:
 - sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as *doubled-up*);
 - living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
 - living in emergency or transitional shelters;
 - abandoned in hospitals; or
 - awaiting foster care placement;
- Children and youth who have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- Migratory children who qualify as homeless because they are living in circumstances described above.

Director of Federal Programs (Title I, II, ELL, Homeless) and Student Assessment- Patrick Robinson may be contacted at 662-234-3271 for further information.

TESTING CALENDAR

Mandatory state testing for all students will be administered during the following tentative testing-window:

1. **April 24, 2016 to May 17, 2017** (excluding spring break)

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I. INTRODUCTION

A. MIDDLE SCHOOL STAFF

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B. Visitors

Lack of space prohibits the presence of visitors in the classrooms, study halls and corridors. All visitors are to report to the principal's office for a visitor's pass before being allowed to see any faculty member. No students are allowed visitors, and only the principal will approve an exception to this. Due to safety concerns, no parents are allowed to visit teacher classrooms. Meetings with teachers may be arranged by contacting our counseling center. *All lunch visitation will be held in the office.*

C. Student Transfers/ Transfer of Records

Lafayette County Schools will forward the educational records of a student to another public school in which the student seeks or intends to enroll upon written request from said school. Lafayette County Schools will provide, upon request, a copy of said students' educational records to the parents for their review. Also, upon request from the parent, the parent may request a hearing to challenge the content of the records in question. This applies until the student reaches the age of 18. At this time, the student assumes the responsibility of his/her records.

Student Registration: All RETURNING students are required to re-register for school each year. You may register Monday - Friday during regular school hours.

Please bring TWO (2) proofs of residency with you to register.

- Filed Homestead Exemption Application Form/ Land tax receipt (**current year**)
- Mortgage Documents/ Property Deed (**must have physical address and must be from current year**)
- Apartment or Home Lease (**cannot be handwritten receipt and must be in the current year**)
- Utility Bills (**current within 2 months- NO cell phone bill**)
- Automobile Registration (**must be from current year and can only be car tag, car title NOT acceptable**)
- Any other documentation that will objectively and unequivocally establishes that the parent or guardian resides within the school district (**NO cell phone bill or car insurance statement**)
- Affidavit of Residency- Two of the six items above must be in the homeowner's name. The parent or legal guardian must also provide one proof of residency that ties him/her to the residence.

- Students must be living with their legal guardian. If the guardian is anyone other than the parent listed on the birth certificate, a certified copy of the court decree, or petition if pending, must be provided declaring the district resident to be the legal guardian of the student and further declaring that the guardianship was formed for a purpose other than establishing residency for school district attendance
- Student is living with an adult other than parent or guardian and the adult has provided a sworn affidavit stating his/her relationship to the student, and that the student will be living in his/her home full time and fully explaining the reasons (other than school attendance zone or district preference) for this arrangement and the School Board or its designee has made the necessary factual determination under 11.1(c)(2) of the State Residency Verification Procedures.

D. The School Day begins at 7:45 A.M. and ends at 3:03 P.M.

***Note – Students will be unsupervised if they are dropped off before 7:15 AM.**

7:15 – 7:25	Breakfast, remain in cafeteria
7:25 - 7:45	Breakfast or report to homeroom
7:45 – 7:52	Homeroom -Students receive tardies after 7:45
7:52 - 7:56	Transition
7:56 – 8:48	1st Period
8:48 - 8:52	Transition
8:52 - 9:44	2nd Period
9:44 – 9:52	BREAK
9:56 – 10:48	3rd Period
10:48 – 10:52	Transition
10:52 – 12:10	4th Period 6th grade
	Lunch: 11:20-11:40
10:52 - 11:45	4th Period 7th & 8th grade
11:45 – 11:50	Transition 7th & 8th grade
11:50 – 1:10	5th Period 7th & 8th grade
	1st Lunch: 11:50-12:10
	2nd Lunch: 12:20-12:40
	3rd Lunch: 12:50-1:10
12:10-12:15	Transition 6th grade
12:15 - 1:10	5th Period 6th grade
1:10 – 1:14	Transition
1:14 – 2:06	6th Period
2:06 – 2:10	Transition
2:10 – 3:02	7th Period
3:02	Band students dismissed
3:03	Dismissal

When students arrive on campus, they are to report to the following areas once they enter the building:

1. Cafeteria to eat breakfast.
2. Homeroom Class.

Students will use homeroom prior to 7:45 for silent sustained reading, homework, or testing.

E. Department of Guidance and Counseling

At Lafayette Middle School, every effort is made to provide for the academic and personal needs of the students. Each teacher is available to give you help with your class work. Two full-time counselors are available throughout the day for individual conferences pertaining to your courses of study, vocational and occupational information and related decisions and any personal concerns, which you may wish to discuss. Teachers are expected to refer students to the counselor, and students are to solicit the counselor's help whenever they feel the need of his/her services. Students are reminded that the counselors are here to help you with whatever area of your life is in need of help, either school related or non-school related.

F. Media Center

The purpose of the school media center is to provide books and other printed materials as well as library services most appropriate and most meaningful to students in their growth and development as individuals.

Students may browse among the books as much as they like as long as they do so quietly and replace books in their proper places on the shelves. A book should never be taken from the library without being properly checked out at the circulation desk by the student. No student will be allowed to check out material for another student. A fine of 5 cents per day will be charged for overdue books.

One set of encyclopedias may be checked out for overnight use. (Check with the librarian about this.) Otherwise, all reference books and magazines are not to be checked out, but can be used in the library. As nearly as possible, absolute quiet should prevail in the library. There should be no marking or defacing of the furniture or materials in any way.

All photocopies in the media center will cost 10 cents a page. This includes Infotrac and the copier. The paper used to make copies on the Infotrac will be a different color paper to indicate to the teacher that the source of the material is coming from an electronic source.

Students are urged to develop proper respect for and appreciation of the library and to learn to use its facilities effectively.

II. POLICIES-PROCEDURES-RULES

The day-to-day activities at Lafayette Middle School are governed by policies and procedures which have been created to provide a climate that is conducive to a safe, clean, and fair education. Every effort has been made to make these policies all-inclusive; however, in the future if it is necessary, additional policies will be announced and enforced.

A. DISTRICT POLICIES

1. Equal Opportunity Employment

The district will not discriminate in its operation on the basis of race, color, creed, national origin, sex, marital status, age, religion or lack thereof, or handicapping conditions, in accordance with federal and state laws, and with accreditation standards.

The Lafayette County School District will provide reasonable accommodations to qualified disabled persons. Persons wishing to apply for this service may contact the principal at the school or apply directly to Lafayette County Schools, ADA/504 Coordinator.

The following person has been designated as the Section 504/Americans with Disabilities Act Coordinator.

Inquiries regarding nondiscrimination policies or requests for accommodations may be forwarded to:

Section 504/ADA Coordinator

Lafayette County Schools
100 Commodore Drive
Oxford, MS 38655 Phone # 662-234-3271

2. TITLE IX

All provisions of Title IX of the Education Act of 1972 will be adhered to during this school term. The Lafayette County School District does not discriminate on the basis of sex in its educational program or activities.

Title IX Coordinator
Lafayette County Schools
100 Commodore Drive
Oxford, MS 38655
Telephone # 662-234-3271

3. Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal [or appropriate official], clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605**

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that **Lafayette County School District**, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, **Lafayette County School District** may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the **Lafayette County School District** to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies receiving assistance under the *Elementary and Secondary Education Act of 1965* to provide military recruiters, upon request, with three directory information categories-names, addresses and telephone listings-unless parents have advised the Lafayette County School District that they do not want their student's information disclosed without their prior written consent.¹¹

If you do not want Lafayette County School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by August 8, 2014. Lafayette County School District has designated the following information as directory information:

-Student's name	-Participation in officially recognized activities and sports
-Address/Telephone listing	-Degrees, honors, and awards received
-Telephone listing	-Photograph
-Date and place of birth	-The most recent educational agency or institution attended
-Dates of attendance	-Grade level

4. 504/ADA

SECTION 504 -- AMERICANS WITH DISABILITIES ACT -- NONDISCRIMINATION

The Lafayette County School District will not discriminate on the basis of disability in admission or access to, or treatment or employment in, its programs and activities to the extent provided by law.

¹¹ These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the *No Child Left Behind Act of 2001* (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the *National Defense Authorization Act for Fiscal Year 2002* (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

The following person has been designated as the Section 504 /Americans with Disabilities Act Coordinator and will handle inquiries regarding the Lafayette County School District's nondiscrimination policies, the filing of grievances, and requests for copies of grievance procedures covering discrimination on the basis of disability.

Name of Coordinator, Section 504/ADA: **Mrs. Tiffany Babb**

School District Name: Lafayette County School District
School District Address: 100 Commodore Drive, Oxford, MS 38655
Telephone: 662.234.2879 Fax: 662.234.5128

LEGAL REF.: Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act

SECTION 504 -- AMERICANS WITH DISABILITIES ACT PROCEDURES
(EMPLOYEES AND SCHOOL VISITORS)

Any person who believes that he/she or any class of individuals have been subjected to discrimination by the Lafayette County School District as prohibited by Section 504 of the Rehabilitation Act of 1973 or the Americans With Disabilities Act may file a complaint pursuant to the procedures set forth below, on his/her own behalf, or on behalf of another person or on behalf of persons with disabilities as a class. All persons are encouraged to file grievances to resolve any disputes arising under these laws. Your filing a complaint will not subject you to any form of adverse action, reprimand, retaliation or otherwise negative treatment by school district personnel.

1. Within ten (10) days of when a complainant knew or should have known of discriminatory conduct, a complaint shall be given in writing to the Section 504/ADA Coordinator. The complaint shall describe specifically the time, place and nature of, and the participants in the alleged discriminatory acts. The Section 504/ADA Coordinator shall, within ten (10) days of receipt of the complaint, conduct or cause to be conducted a thorough investigation including questioning of all parties involved in the complaint. A written record shall be made of the statements by all parties involved. After the investigation is complete, the Section 504/ADA Coordinator shall meet with the complaining party and give a full report of the findings.
2. If the grievance or complaint is not satisfactorily resolved at Step 1, the complainant shall have ten (10) days to appeal the Step 1 findings to the Superintendent. The complainant shall present the complaint in writing, describing the reasons for his/her dissatisfaction with the results of Step 1. The Superintendent or his/her designee shall review all aspects of the complaint and complete an additional investigation if necessary. The Superintendent shall respond to the complainant in writing within ten (10) days of receipt of the written appeal.
3. If the complainant is not satisfied with the results of Step 2, the complaining party shall have fifteen (15) days from receipt of the Superintendent's decision to appeal the complaint to the school board. The appeal shall be in writing, describing the reasons for complainant's dissatisfaction with the results of Steps 1 and 2. The complainant shall have the opportunity to present an oral statement to the board before the board makes its decision. The board's decision shall be rendered within fifteen (15) days after receipt of the appeal.

LEGAL REF.: Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act

5. LIMITED ENGLISH PROFICIENCY INSTRUCTION

The Lafayette County School District will provide a program of language instruction to students who have limited English proficiency. Student participation in any language instruction program or instruction in English as a second language is voluntary and requires written parental permission. However, the testing of ELL students using the WIDA-ACCESS does not require parent permission and is required by the state and federal government.

IDENTIFICATION

Students who meet any one or more of the following criteria shall be identified as being limited in English proficiency. A student who:

1. was not born in the United States or whose native language is a language other than English and comes from an environment where a language other than English is dominant; or
2. is a Native American or Alaskan Native or who is a native resident of the outlying areas and comes from an environment where a language other than English has had a significant impact on the student's level of English language proficiency; or
3. is migratory and whose native language is other than English and comes from an environment where a language other than English is dominant; and
4. who has sufficient difficulty speaking, reading, writing, or understanding the English language and whose difficulties may deny such individual the opportunity to learn successfully in classrooms where the language of instruction is English or to participate fully in our society.

REQUIREMENTS

If this district receives federal funding for Limited English Proficient (LEP) Programs, the following will be provided:

1. Parents will be notified of their student's placement in a language program and their options associated with that placement. Notification will include the reasons for identifying the child as LEP and the reasons for placing the child in the specified program.
2. Students will participate in regular assessments in a manner that will yield an accurate assessment. Test waivers may be granted on a case-by-case bases for LEP students who demonstrate unusual and unique circumstances; however, students who have been educated in the United States for three years are required to participate in reading/language arts assessment in English.

3. Certification that teachers in the program are fluent in English as well as other languages used in instruction (if the district receives subgrants).
4. Evaluation of the program and the academic success and language achievement of the students in the program. Parents will be notified of:
 - a. Their child's level of English proficiency and how such a level was assessed.
 - b. The status of their child's academic achievement.
 - c. The method of instruction used in the program in which the child is placed, and the methods of instruction used in other available programs.
 - d. Information as to how the program will meet their child's educational strengths, assist him/her to learn English, and meet age-appropriate academic achievement standards.
 - e. Exit requirements for the program.
 - f. If the child has a disability, a statement as to how the LEP will meet the objectives of the child's IEP.

Consequences of inadequate yearly progress include notification of parents, development of improvement plans, and restructuring of programs or the district will lose federal funds. For non-English speaking parents, the district will arrange to provide translations of this information in their native language.

LEGAL REF: P. L. 107-110 (No Child Left Behind Act of 2001)

6. STUDENT DISCRIMINATION/BULLYING/HARASSMENT

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

Definitions

Bullying or harassing behavior is any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication, or any act reasonably perceived as being motivated by any actual or perceived differentiating characteristic that (a) places a student or school employee in actual and reasonable fear of harm to his or her person or damage to his or her property, or (b) creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits.

A "hostile environment" means that the victim subjectively views the conduct as bullying or harassing behavior and the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is bullying or harassing behavior.

Bullying or harassing behavior will not be condoned or tolerated when it takes place on school property, at any school-sponsored function, on a school bus, or when it takes place off school property when such conduct, in the determination of the school superintendent or principal, renders the offending person's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole.

Procedures for Processing a Complaint

Any student, school employee or volunteer who feels he/she has been a victim of bullying or harassing behavior, or has witnessed or who has reliable information that a student, school employee or volunteer has been subject to bullying or harassing behavior shall report such conduct to a teacher, principal, counselor or other school official. The report shall be made promptly but no later than five (5) calendar days after the alleged act or acts occurred.

The school official shall complete a “Bullying/Harassing Behavior” complaint form which shall include the name of the reporting person, the specific nature and date of the misconduct, the names of the victim of the misconduct, the names of any witnesses and any other information that would assist in the investigation of the complaint. The report shall be given promptly to the principal or superintendent who shall institute an immediate investigation. Complaints against the principal shall be made to the superintendent and complaints of the superintendent shall be made to the Board chairman.

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

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

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

7. SCREENING FOR VISION AND HEARING PROBLEMS

Any student in the Lafayette County School District who has not been successful in the regular educational program may be screened for vision/hearing as a means of determining whether vision/hearing problems are the cause of the child’s lack of success in the regular program.

8. TOBACCO/SMOKING/VAPOR DEVICES

Consistent with the provisions of Public Law 103-227, 20 USC 6083, the Lafayette County Board of Education bans the use of all tobacco products on the Lafayette County School District campus and buildings and on all school vehicles by all persons at all times. Students are not allowed to use or possess tobacco in ANY form during school hours, on the school grounds prior to the opening and closing of a school day, while riding on a school bus, and during any function/location which falls under the heading of school jurisdiction. Possession of tobacco paraphernalia (ex: matches, lighter) is also a punishable act. In addition, vapor devices of any kind are not permitted on school campus. Discipline for such devices will carry the same consequence as tobacco/smoking.

9. ALCOHOL AND DRUGS

It is prohibited and against school policy for any student to be found using or in possession of any alcoholic beverage or illegal drugs or of any substance with the intent of inducing intoxication, excitement, or stupefaction of the central nervous system and the abuse of any lawful substance (including but not limited to glue, cough syrup, over-the-counter medication, Spice [or similar substance], inhalants, etc.) on a school bus, school property, or any function/location which falls under the heading of school jurisdiction. It is also prohibited for any student to come onto the school campus, come onto a school bus, or come into any extracurricular activity or any function/location which falls under the heading of school jurisdiction after having used alcohol, illegal drugs or such substances.

RANDOM SUSPICIONLESS DRUG TESTING POLICY

Purpose

The purpose of the Lafayette County School District Random Suspicionless Drug Testing Policy is to implement a proactive, preventive program that will help to eliminate the possible use of drugs by the students of the District. This program will also increase the awareness of the dangers of drugs as well as insure that students who have a history of drug use are undergoing proper counseling. Finally, this program will insure that no student compromises their health and safety, as well as the health and safety of other students, by participating in activities or privileges while under the influence of drugs.

Definitions:

Drug—Any controlled substances as the same as defined by the Uniform Controlled Substances Law of the State of Mississippi.

Extra Curricular Activities and/or functions

- Sport – Any interscholastic athletic program, including cheerleading sponsored by the Lafayette County School District.
- Sport Season – A sport season begins on the first day of practice allowed by the Mississippi High School Activities Association and ends when a team has completed its season. This policy will be in effect twenty-four (24) hours a day seven (7) days a week during a sport season.
- Clubs and Organizations – Any group that engages in any after school activity or off campus activity as well as any event, which is non-curricular in nature.
- Privileges and Recognitions – Any right or recognition that is awarded to a student that is non-curricular in nature, (ex: driving a vehicle on campus or participating in Homecoming)

Policy Statement

The Lafayette County School District is instituting a mandatory drug-testing program. The goals of this policy include the following:

- To provide for the health and safety of students;
- To undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs;
- To encourage students who use drugs to participate in drug and alcohol treatment programs;
- To enforce this policy, the District will conduct drug testing as indicated.

Students Participating in the Policy

Students who are involved in the following activities or privileges will be required to participate in the Lafayette County School District Random suspicionless Drug Testing Policy. If a student refuses to participate in the Lafayette County School District Random Suspicionless Drug Testing Policy, that student will not be allowed to participate in the activities and privileges covered by the policy. The activities and privileges covered are:

- Any sports, sport seasons, clubs, organizations sponsored by the Lafayette County School District.
- Any after school activity or off campus activity as well as any event, which is non-curricular in nature.
- Any right or recognition that is awarded to a student that is non-curricular in nature (ex: driving a vehicle on campus or participating in Homecoming).
- Participation in the Driver's Education Program.

Any student involved in an activity listed above is obligated to the Lafayette County School District Random Suspicionless Drug Testing Policy and will be referred to as RSDT (Random Suspicionless Drug Testing) Participants.

Drug Education Program

Beginning with the 2002-2003 school year all participating students at Lafayette High School and Lafayette Middle School will adhere to this policy. The Lafayette County School administrators as well as the LHS and LMS staff will be expected to communicate this policy in the following manner:

- Every sport must have a pre-season meeting with parents or guardians to cover the expectations of the coach, cheerleader sponsor, and the RSDT Participant. The Student Drug Testing Policy will be explained, and the parent or guardian of each RSDT Participant shall sign a consent form at this meeting or prior to the beginning of the current sport season. A RSDT Participant shall not participate in any way until the consent form and certification of understanding have been properly executed.
- Every head coach and cheerleader sponsor shall conduct a minimum of one drug education meeting per season.

Consent Form

Any student who is interested in participating in any organization or privilege listed under the heading in this document, Students Participating in the Policy, will be required to sign a consent form which states that the student will agree to take the drug test if chosen by the company performing the test. The student also agrees to the consequences involved should the student test positive. The consent form must also be signed by the parent or guardian.

A private company will conduct the implementation of the test. All names of RSDT Participants will be given to the company. This company will choose which RSDT Participant will be tested. In addition, the company will decide when the testing will take place. The drug testing company will be determined by the Lafayette County School Board.

Retest

In order for the RSDT Participants who have tested positive for drug use to participate in any activities or privileges, the RSDT Participant must submit to a mandatory urinalysis after the date on which the district received notification of the positive test result. A letter of request for testing must be submitted to the school by the parent/guardian by a specified time (see section entitled Consequences For Violations). If the RSDT Participant fails to submit the request, this will cause the suspension dates to be increased. In other words, if the RSDT Participant plans to become eligible to participate in any extracurricular activities and/or functions at the end of the suspension, a letter of request must be submitted by the specified time. The school will be responsible for the test and the date it will be given. The RSDT Participant will be taken off campus by school administration to be tested.

Reasonable Suspicion

The district will also conduct reasonable suspicion testing of RSDT Participants for both alcohol and drugs. A decision to conduct reasonable suspicion testing must be based on specific observations concerning the appearance, behavior, and speech or body odors consistent with drug or alcohol use. In the case of reasonable suspicion, the student will be removed from the school until the student is tested at the student's expense. In the case where a student is tested positive, that student, due to the fact that he/she not only has traces of drugs in his/her system, but also was seen to be clearly under the influence, will be subjected to the consequences stated in the Student Discipline Code.

Any refusal to submit to a test when required by this policy is also treated as a positive test result. Whenever this policy talks about a positive test, it includes a refusal to submit to testing as well as a confirmed and verified positive test result certified by a testing agency.

Notification of Test Results

The results of the RSDT Participant's drug test will be reported to the School Principal. Positive test results will be reported to the RSDT Participant and parent or guardian in the presence of the Principal. If the test is positive, the RSDT Participant and his parent or guardian will be informed which substance or substances tested positive.

Consequences for Violations

First Violation

- The school shall notify the parent or guardian in a conference of the positive test result.
- The RSDT participant shall be suspended from all extracurricular activities and/or functions for a minimum of twenty (20) actual school days in which he/she is participating. This includes all school events scheduled on holidays or weekends. If the violation occurs less than twenty (20) actual school days before the end of the school year, the suspension will carry over into the next school year in which the RSDT Participant participates.
- The RSDT Participant shall submit to a mandatory urinalysis twenty (20) actual school days after the date on which the district received notification of the positive test result. A letter of request for testing must be submitted to the school by the parent/guardian by the 15th day of the suspension. If the RSDT Participant fails to submit the request, this will cause the suspension dates to be increased. In other words, if the RSDT Participant plans to become eligible to participate in any extracurricular activities and/or functions at the end of the twenty (20) days suspension. The school will be responsible for the test and the date it will be given. The RSDT Participant will be taken off campus by school administration to be tested. A positive test result shall constitute a separate violation of this policy and shall be treated as a

second violation. The RSDT Participant will not be allowed to resume participation in extracurricular activities and/or functions of the district until the RSDT Participant has had a negative urinalysis.

A RSDT Participant guilty of a first violation shall not be eligible to tryout for or participate in any sport during the suspension period. A recommendation for counseling will be made to the parent/guardian for the RSDT Participant.

Second Violation

- The school shall notify the parent or guardian that a second violation has occurred within two (2) consecutive calendar years.
- The RSDT Participant shall be ineligible for all extra-curricular activities and/or functions for 45 days. A letter of request for testing must be submitted by the parent/guardian by the thirty-fifth (35) day.
- Counseling for the RSDT Participant will be mandatory. The district's Drug Education Coordinator shall refer the RSDT Participant to an outside drug counseling agency. Documentation of attendance and completion of counseling must be submitted by letter before eligibility is reinstated.
- The RSDT Participant will submit to mandatory urinalysis during this calendar year as often as deemed appropriate by administration. The RSDT Participant will not be allowed to resume participation in any extracurricular activities and/or functions of the district until the RSDT Participant has had a negative urinalysis.

Third Violation

- For the third violation during any two (2) consecutive calendar years, the RSDT Participant will be ineligible to participate in any extracurricular activities and/or functions for two (2) years.
- The RSDT Participant will submit to mandatory urinalysis. A letter of request for testing must be submitted by the parent/guardian. A RSDT Participant must be tested and have a negative urinalysis before he or she can be reinstated.
- Counseling for the RSDT Participant will be mandatory. The district's Drug Education Coordinator shall refer the RSDT Participant to an outside drug-counseling agency. Documentation of attendance and completion of counseling must be submitted by letter before eligibility is reinstated.

Record Keeping

A separate Student Drug Testing File shall be maintained for each RSDT Participant and all documents, records, reports, and test results pertaining to a RSDT Participant shall be placed and kept therein. The record keeping and results of all testing will be held in the strictest confidence. The Student Drug Testing file will be accessible only to either the Superintendent, Assistant Superintendent, Principal or Athletic Director, and to the head coach, cheerleader sponsor, or parent or guardian of the RSDT Participant.

Non-Punitive Nature of Policy

No RSDT Participant shall be penalized academically for testing positive for illegal drugs. The results of drug tests pursuant to this policy will not be documented in a RSDT Participant's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process.

10. WELLNESS POLICY

The Lafayette County Wellness Committee has developed a Wellness Policy with the assistance of the Mississippi Department of Education to help combat childhood obesity and to improve the health of our students. As part of that effort, the Committee has agreed to ban “energy drinks” from our campus. These drinks include but are not limited to: Monster, Red Bull, 5th Hour Energy, AMP, Energy Potion, and Java Monster.

11. DANGEROUS OBJECTS, WEAPONS, ETC

It is the strict policy of the Lafayette County School Board that no student shall bring on the school grounds during school functions or athletic events any weapons or objects, the design of which could inflict bodily harm, pain or injury to another student. This includes, but is not limited to the following:

1. Knives, including any object sharpened or cut to a point, of any kind and nature whatsoever, whether homemade or manufactured, including any object resembling a weapon
2. Guns, including pistols, rifles, shotguns, of any kind and nature whatsoever, whether homemade or manufactured, including any object resembling a weapon
3. Razors, including objects containing razor blades, of any kind and nature whatsoever, whether homemade or manufactured
4. Brass or metallic knuckles, or other devices used to wrap around or inside the hand, of any kind and nature whatsoever, whether homemade or manufactured
5. Any object or device made of wood, steel, iron or other material that could be used as a club slapjack or blackjack of any kind and nature whatsoever, whether homemade or manufactured.
6. Chains or devices containing any material tied, woven, welded or pieced together, of any kind and nature whatsoever, whether homemade or manufactured
7. Any explosive material such as fireworks, ammunition, black powder, dynamite caps, of any kind and nature whatsoever, whether homemade or manufactured
8. Any tear gas, nausea gas or other chemical substance such as mace, including acids and inflammable substances of any kind and nature whatsoever, whether homemade or manufactured
9. Any other object or device of any kind and nature whatsoever, whether homemade or manufactured, exclusive of unaltered materials used or required for everyday school purposes in the classroom, that could reasonably be expected to inflict bodily pain or damage to school property.

Any student found in possession of such articles, objects or devices, or who is found to have brought such articles, devices or objects on the school ground during school hours, school functions, athletic events, or any location/function which falls under the heading of school jurisdiction shall be immediately brought before the principal for a hearing and/or explanation.

IMPORTANT NOTE: These rules shall be applied and enforced in the strictest sense; therefore, any student who has any doubt whatsoever about any object, device or article in his/her possession as to possible violation should get an interpretation from the principal immediately and let said principal keep the particular object during school hours until it can be removed from the school property.

12. PHYSICAL OR VERBAL ABUSE

It is the policy of the Lafayette County School Board that each student will respect the person and feelings of all students, teachers, and any employees of the school district and that violence and abuse, physical or verbal, of any kind whatsoever toward each other will not be tolerated. This abuse includes, but is not limited to, fights, physical altercations, struggles, and assaults defined in the student code of conduct as well as provoking a fight, hitting and/or throwing at another person with any object including any part of the body. Abuse also includes any and all profanity, threats and refusal to follow proper instructions or legitimate requests of faculty or staff by disrespectful words or actions.

Note: Students are reminded that any student, who makes a threat against a staff member or any member of the student body, either directly or indirectly, will be subject to the consequences outlined in the discipline code. **All threats will be taken seriously.** Students are to understand that at no time and under no circumstances are threats to be made in either an oral, written, or digital form.

13. HEAD LICE

Parents/guardians of students who have head lice will be contacted. Students will be allowed to return to school after their hair/head has been treated. A proof of treatment will be necessary to show that the problem has been corrected. See additional information in the law below.

House Bill No. 154, State of Mississippi- Section 1. If a student in any public elementary or secondary school has had head lice on three consecutive occasions during one 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 consecutive occasions in one school year, as determined by the school nurse, public health nurse or a physician, the principal or administrator shall notify the county health department of the recurring problem of head lice with that student. The county health department then shall instruct the child's parents or guardians on how to treat head lice. The county health department shall charge the child's parents or guardians a fee to recover its costs of providing treatment and counseling for the head lice. The school principal or administrator shall not allow the child to attend school until proof of treatment is obtained. Section 2. This act shall take effect and be in force from and after its passage.

14. PROCEDURE FOR CONTACT WITH STUDENTS FOR LAW ENFORCEMENT

It will be a matter of procedure for principals to attempt to inform parents of students whom law enforcement officials request to interview that said contact by law enforcement officials is occurring. This policy does not mean that principals will interfere with law enforcement procedures, especially in the case of warrants for arrest, but is only a notification procedure.

15. INSURANCE COVERAGE

The Lafayette County School District does not have insurance that covers student accidents or injuries in any area of the schools or school sponsored activities: playground/break areas, school bus, athletic practice or events, or the classroom.

16. DISTRICT AND STATE PARENT NOTIFICATIONS

A. Title I eligibility notification

Lafayette County School District Notice of Schoolwide Title I Program Eligibility 2015 -2016 School Year

We have been notified that our school qualifies to receive federal funds under the No Child Left Behind Act of 2001, Title I, Part A, for the above indicated school year.

Our school is eligible for the following:

Schoolwide Title I Program: Schools may consolidate and use funds under Title I, together with other federal, state, and local funds, in order to upgrade the entire educational program in schools in which not less than 40% of the children enrolled are from low-income families.

We look forward to your involvement in school activities and your child's education. You will receive notices and information throughout the school year to keep you informed about the progress of your child and the status of the school in making progress toward helping all children meet high academic standards. We also look forward to your attendance at school meetings when we will discuss the development, revision, and implementation of our Schoolwide Program Plan.

You are an important partner in our effort to provide the best education possible for your child. Please call the school if you have any questions or would like additional information.

B. Title I parent involvement policy

Lafayette Middle School Title I Parent Involvement Policy

The administration, staff and parents of this school believe that the improved academic achievement of each student is a responsibility shared by the entire school community, including the school district, school, community members, school administration, staff, students, and parents (as defined for purposes of this policy to include guardians and all members of a student's family involved in the student's education). Parent involvement activities in the school will include opportunities for:

- Parents to volunteer and be involved in school activities
- Staff development and parent education
- Parents to provide home support for their student's education
- Parents to participate in school decision-making
 - Effective communication between the school and parents With regard to Title I Programs and Plans, the school will:
 - Inform parents about the goals and purposes of Title I, any Title I programs at the school, the curriculum used in the programs, the academic assessments used to measure student progress and the proficiency levels students are expected to meet.
 - Involve parents in the planning, review and improvement of any Title I programs at the school.
 - If requested by parents, provide opportunities for regular meetings of parents and the school where parents may offer suggestions and ask questions regarding Title I policies and programs.
- Administrators will provide timely responses to parents' suggestions and questions.
 - Provide assistance to parents, as appropriate, in understanding such topics as the state's academic content and achievement standards, state and local academic assessments, the requirements of Title I, how to monitor their student's academic progress and how to work with school staff to improve the achievement of the student. Parents will:
 - Support their student's learning at home by:
 - monitoring attendance
 - monitoring completion of homework
 - encouraging positive use of extracurricular time
 - Volunteer in the classroom.
 - Participate, as appropriate, in decisions related to their student's education.
 - Participate in school activities on a regular basis.
 - Actively communicate with school staff regarding their student's needs and circumstances.
- Be aware of and follow rules and regulations of the school and school district.

A copy of the district's Parental Involvement Policy may be viewed at the office of the school or the superintendent's office

C. Right to request teacher qualifications

Annual Parent Notice Right to Request Teacher Qualifications

Our school receives federal funds for Title I programs that are part of the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the No Child Left Behind Act of 2001 (NCLB). Throughout the school year, we will continue to provide you with important information about this law and your child's education. We are very proud of our teachers and feel they are ready for the coming school year and we are prepared to give your child a high-quality education. As a Title I school, we must meet federal regulations related to teacher qualifications as defined in ESEA/NCLB. Under these regulations, you have the right to request information regarding the professional qualifications of your child's classroom teacher(s) or paraprofessional(s). If you request this information, the district or school will provide you with the following as soon as possible:

- a. if the teacher has met state licensing requirements for the grade level and subjects in which the teacher is providing instruction;
- b. if state licensing requirements have been waived for the teacher on a temporary basis;
- c. the type of college degree major of the teacher and the field of discipline for any graduate degree or certificate; and
- d. if your child is receiving Title I services from paraprofessionals and, if so, his/her qualifications.

Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled. If you would like to request this information or if you have any questions about your child's assignment to a teacher or paraprofessional, please contact your child's school.

The school district does not discriminate on the basis of race, color, national origin, sex, age, or disability in matters affecting employment or in providing access to programs and services and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries and complaints regarding nondiscrimination policies and to coordinate compliance efforts:

Name: Calvin Worthem
Title: Director of Human Resources
Address: 100 Commodore Drive, Oxford, MS 38655
Telephone: 662--234--3271
Email: calvin.worthem@lafayetteschools.net

Inquiries or complaints may also be directed to the Office for Civil Rights, U.S. Department of Education, 400 Maryland Avenue S.W., Washington D.C. 20202, or by calling (800)421-3481 or (877)521-2172(TTY).

D. Education rights of homeless children and youth

Lafayette County School District Public Notice Education Rights of Homeless Children and Youth

The school district is actively seeking to enroll children and youth who are homeless. If you are homeless or know of a child or youth that is homeless and not attending school, please contact the following person who will provide information and assistance during the enrollment process:

Local Liaison Name: Patrick Robinson Telephone: (662)234-3271
School Address : 102 Commodore Drive, Oxford, MS 38655

- *Who is considered “homeless”?*

Any child or youth not attending school who lacks a fixed, regular, and adequate nighttime residence is considered homeless and includes those who are sharing housing with others due to loss of housing or economic hardship. It also includes children and youth who are living in hotels, camping grounds, emergency shelters, cars, bus or train stations, or other similar settings. If you are not sure, please call.

- *What are the education rights of homeless children and youth?*

Our schools provide equal and comparable access to all students regardless of their home living situation. Homeless children and youth have specific rights that include:

- a. Immediate enrollment in school and, when desired or feasible, at the “school of origin.”
- b. Prompt provision of necessary services such as transportation and meal programs.
- c. Appropriate support services and programs for which they are eligible such as programs for gifted, children with disabilities, vocational education, preschool.
- d. Academic assistance through the district’s federally funded Title I program.
- e. Parent or guardian involvement school activities.

- *What is the “school of origin”?*

The term ‘school of origin’ means the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled. It is the district’s responsibility to consider the best interests of the child or youth when making a decision regarding what school to attend. Consideration must be given to placement at the school of origin unless doing so is contrary to the wishes of the parent or guardian.

- *What if there is disagreement regarding school placement?*

The parent, guardian or unaccompanied youth (a youth not in the physical custody of a parent or guardian) may appeal the placement decision if the district makes a placement in a school other than the school of origin or a school requested by the parent, guardian or unaccompanied youth. The student will be immediately enrolled in the school in which enrollment was requested by the student or parent while an appeal is pending. The person indicated above will provide information and assistance regarding such an appeal.

B. PROCEDURES

1. *PARENT PICK-UP AND DROP-OFF INFORMATION**

a) PARENT DROP-OFF

Students may be dropped off at the school between **7:25 A.M. and 7:45 A.M.** Adequate supervision cannot be provided before that time. Students should be dropped off in front of the building.

b) PARENT PICK UP

Student pick-up is available in **front** of the school after the school buses have left campus. Due to the pick-up and delivery of students by our large fleet of school buses, and for the safety of everyone, parents, patrons and visitors are not allowed on the school campus in vehicles during the following times: **2:45 - 3:10 P.M.**

2. SCHOOL JURISDICTION

All policies and procedures outlined in this handbook, approved by the Lafayette County School Policy manual, or mandated by local, state, and federal laws will be strictly enforced by school administration while in school jurisdiction. School jurisdiction shall include, but not be limited to school property, property as described in Section 97-37-17 of the 1972 Mississippi Code, buses, extra-curricular activities located at another school, or any school sponsored activity regardless of its location. Any violation of policy, procedure, or law will be treated the same as an off campus activity or function or in transit to an off campus activity or function as it would if the violation had occurred on school property.

3. TEACHER/PARENT CONFERENCES

Our school recognizes the importance of parent-teacher conferences. At least one conference should be scheduled each year for parents of children in our school. The teacher shall arrange for additional conferences with the parents when children are having learning or behavioral problems. **Parents must contact the counseling office to arrange a conference time.**

4. STUDENT PARKING

Students in the Middle School will not be allowed to drive a vehicle onto campus.

5. TEXTBOOKS

Each classroom will contain a set of textbooks to be used during the school day. Students will be issued textbooks in certain subject areas. Extra textbooks will be available in the library for students to use during their study halls. Additional textbooks may be sent home upon request.

C. SPECIAL RULES

1. SCHOOL PROPERTY

All property at Lafayette Middle School should be treated with respect. Any such violation can result in removal from a class, suspension, and/or restitution.

2. PRESENCE AT LAFAYETTE HIGH/ELEMENTARY SCHOOL

At no time are any Lafayette Middle School students to enter Lafayette High School or Elementary School during school hours without the permission from administration.

3. STUDENT PRESENCE ON CAMPUS

Remaining on campus for a ballgame or other activity that does not begin immediately after school is dismissed is not permissible.

4. FOOD

Food and/or drink is to be consumed in the cafeteria or break areas only. **Due to distractions and possible allergies, parents are discouraged from bringing lunch to their children at school. No food will be accepted for a group of students. Your cooperation concerning this matter will be greatly appreciated. In the event that a parent must bring their child lunch because the child forgot their lunch/money, the food must be left – properly labeled – in the designated area in or outside of the front office. It will be the student’s responsibility to report to the office to retrieve their food on the way to their assigned lunch.**

5. ITEMS NOT TO BE BROUGHT TO SCHOOL

LASER POINTERS, RADIOS, TAPE RECORDERS, CAMERAS, CD PLAYERS, HEADPHONES, BEEPERS OR ANY ITEM THAT RESEMBLES A BEEPER OR PAGER, ETC: These and similar items are not to be brought to school without permission or notification of principal. This restriction also includes electronic games. Violation of this policy will result in the confiscation of the item. ***** The school reserves the right to confiscate anything that disrupts the educational process.

6. FLOWERS & GIFTS

The schools will **not** accept deliveries of balloons, flowers, candy grams, etc. These items may not be delivered to the school office or individual rooms to students or school staff during school hours.

7. FUND DRIVES

All fund drives will be held by approval of the principal ONLY. No fund drives will be allowed during the month of May. All money collected by students will be turned in to the sponsor.

8. CHECKS

Lafayette Middle School will not accept any checks unless they are made payable to Lafayette Middle, and have the student's name and homeroom on it. At its discretion Lafayette Middle School reserves the right not to accept any checks.

9. TELEPHONE

A student will not be excused from a class or a study hall to use the telephone EXCEPT in a case of extreme emergency. Students may make local calls from the office if there is an emergency. All calls will be limited to one minute. Note: **Arrangements for transportation, money, items from home, or any need that is not deemed as an emergency should be taken care of before a student leaves to go to school and will not be considered a reason for using the office phone.** Also, students will not be called out of class to the phone unless it is an emergency.

10. CELL PHONES

The Board of Trustees recognizes that student possession and use of cell phones/personal electronic devices for educational purposes is a privilege that is subject to the guidelines established in the student handbooks.

When directed by the teacher, students may use cell phones and personal electronic devices during class time as part of the lesson. Students who bring electronic devices to school are responsible for keeping them turned off and out of sight during the school day when not being used for instruction. Students may not possess any electronic device during testing and must sign a statement that they have turned off and surrendered all electronic

devices to test administrators. Violation of this rule may result in the student's score being invalidated. (Mississippi Public Schools Accountability Standards, 2012)

A student's personal device use shall be fully compliant with the Lafayette County School District Acceptable Use Policy. Students shall not use cell phones/electronic devices in a manner that poses a threat to academic integrity, disrupts the learning environment, or violates the privacy of others. Students may not use cell phones/electronic devices to access and/or view internet websites that are otherwise blocked to students at school; nor shall they send, share, view, or possess pictures, text messages, emails, or other material depicting sexually explicit or offensive content in electronic form or any other form on a cell phone or electronic device while the student is on school grounds, at school sponsored events, or on school buses or vehicles provided by the district. Consequences for violations of this policy are listed in the student handbook.

The Lafayette School District reserves the right to define the educational value of any new cell phones/electronic devices that may become available to the general public in the future and to prohibit their use if they have little or no educational value or if such use creates learner distraction or disruption. The student who possesses a cell phone/electronic device shall assume responsibility for its care. The district assumes no liability for cell phones/electronic devices brought onto school property, including school buses, and is not responsible if the cell phone/electronic device is lost, stolen or damaged.

STUDENT BRING YOUR OWN DEVICE POLICY

1. The **Lafayette County Acceptable Use Policy** will be in effect for **ALL** devices being used on campus. This includes all devices connected to outside network towers as well.
2. Students must access the Internet when applicable through the school-provided student network. Passwords are available through the classroom teacher.
3. Cellular telephones will only be allowed in classrooms at the teacher's discretion and with the teacher's direction. Academic research will be the main use of smartphones in the classroom. In the event your child does not have a telephone or tablet to use during class, the school will provide an alternate means. Cellular telephones are not allowed in any place other than the classroom and with the teacher's permission.
4. All **other** electronic devices such as tablets, iPads, Kindles, etc. will be allowed in general population areas (i.e. gym, auditorium, lunch) as long as students follow all LCSD Acceptable Use Policies. The intent of this policy is to allow students to read or research when they have free time, not during in classroom instruction unless prompted by their teacher.
5. LMS will not be responsible for theft or damage of any device. Bringing these devices is NOT a requirement for any student at LMS.

11. STEALING

It is the policy of the Lafayette County School Board that each student will respect the property rights of others. Therefore, any student attending Lafayette County Schools who steals while on the school campus, or on a school bus or at any school function will adhere to the consequences listed in the Disciplinary Code.

12. CHEATING

If a student is caught giving or receiving information on tests or any graded activities, the materials will be taken up by the teacher, and the student(s) will be given a grade of 0. He or she will also be subject to the disciplinary policy of the Lafayette County School District. ***Any violation of state testing procedures will be listed as a level 3 offense.*** This includes, but is not limited to, the possession/use of cell phones and/or electronic devices.

13. PUBLIC NUISANCE

It is prohibited for any student to come onto the school campus, come onto a school bus, or into any extracurricular activity or function/location, which falls under the heading of school jurisdiction after having used alcohol or illegal drugs.

14. GAMBLING

Gambling in any form is strictly prohibited on the school buses or on school property.

15. PROHIBITED GANG/ASSOCIATION/ORGANIZATION ACTIVITY

Activities or gangs/associations/organizations including recruitment, initiations, hazing, intimidation, retaliations and/or related activities which could potentially cause bodily danger or physical harm are prohibited on the Lafayette County School District property. The use of language, hand signals, graffiti, tattoos, haircuts, or the presence of wearing apparel, footwear, jewelry, accessory, or manner of grooming which, by virtue of color, arrangement, trademark, symbol or any other attribute indicates or implies membership or affiliation with such a group is hereby prohibited.

16. SUBSTITUTE AND STUDENT TEACHERS

LMS students are expected to be respectful to all adults regardless of their employment status with the school district. Courtesy to substitute teachers (and student teachers) is expected at all times.

D. SCHOOL DRESS CODE (GRADES 6-8)

Since the improper dress of students can be disruptive to the educational process, the following guidelines are provided concerning the dress and appearance of students during school hours and at certain school activities. All teachers are responsible for monitoring student compliance to dress code guidelines. Students are expected to comply with dress code guidelines. **Administration reserves the right to make amendments to the dress code.**

1. GUIDELINES FOR ALL STUDENTS

1. Students' shorts/skirts/dresses at the minimum must be fingertip in length when the arm is extended. Nike style shorts are not permitted.
2. Hairs styles should be neat, clean and well groomed. Hairstyles that disrupt the educational process will not be permitted.
3. Visible body piercings other than the ear and nose are not permitted. Nose piercings are only allowed if small studs (no hoops or rings).
4. No tank tops, halters, tops with spaghetti straps or tops that expose the midriff. Appropriate underclothing shall be worn at all times and should be worn underneath an outside garment.
5. Picks, combs, rollers, and other styling devices shall not be worn in the hair.
6. Unless prescribed for medical reasons, sunglasses are not to be worn in the building.

7. No hats, caps, toboggans, head scarves, bandanas, wristbands, sweat bands, hairnets, shower caps, or do-rags are allowed in the building. This rule applies to both boys and girls.
8. No see-through clothing exposing undergarments shall be worn.
9. Skin-tight pants, biking shorts shall not be worn.
10. Pants with holes above the knee are not permitted with skin showing. Excessive holes in pants are not permitted.
11. If leggings/jeggings are worn, a shirt must extend naturally past the waist completely covering the buttocks. The shirt must be at least this length all around.
12. Pants should be worn appropriately at the waist. Sagging pants are not allowed.
13. Clothing with suggestive, vulgar, indecent, or disruptive slogans/pictures is not permitted.
14. Clothing advertising alcoholic products or drugs is not permitted.
15. A student shall not wear any clothing or present himself in a manner that would identify him/her with a gang or any other illegal activity. Further, a student shall not wear any clothing advertising gang-related signs, colors, or written gestures.
16. Males are not permitted to wear skirts and/or other garments traditionally designed to be worn by females. Males must wear shirts with sleeves.
17. Chains and spikes shall not be worn.
18. Trench coats or duster style coats are not allowed.
19. Any dress or personal appearance that the administration feels is disruptive or presents a safety hazard to the instructional process will be dealt with on an individual case basis.
20. Pajama pants and house shoes shall not be worn.

Under the School Board Policy, no student shall be allowed to continue in school who fails to conform to the proper standards of dress. All school rules and regulations are effective from date of registration until the closing of the school session. Students are under the school rules and regulations while on the school grounds and the school buses.

NOTE: The Lafayette County School Board reserves the right to rule on items not previously mentioned. Since the improper dress of students can be disruptive to the educational process, the following restrictions are made concerning the dress and appearance of students during school hours and at certain school activities.

1. PERSONAL HYGIENE

Every student is expected to be personally clean and practice good personal hygiene.

E. MEDICATIONS

1. PROCEDURE

It is recognized that some children are better able to attend school regularly because of the effective use of medication in the treatment of chronic disabilities or illnesses. Medication either should be given by the parents or taken at home. The Board of Education urges physicians to schedule the administration of medication at times other than during school hours. Where a student's physician must require prescription or nonprescription medication during school hours, the District will cooperate.

School nurses are authorized to administer medication in the school setting upon written standing orders of a local physician who has agreed to be the physician of record for the district. These standing orders will include medical functions, tasks, or acts that have been delegated to the school nurse.

No medications may be administered without proper written consent of the parent/guardian.

The Request to Administer Medication Form must be completed by the child's physician or guardian and approved by the school principal before administering medication to the child in school.

2. DELIVERY OF MEDICATION TO AND FROM SCHOOL

- A. The parent or guardian is responsible for delivering one school week's supply of medication in the original container to the school nurse's office the first day of each school week unless other arrangements are made with the school principal. The empty container will be returned home the last school day of each week by the student.
- B. Medication brought to school by a student without prior approval from the principal will not be administered. In such cases, the parent will be notified immediately that he/she must come to the school in order that the medication may be administered.
- C. Unused medication will be returned to the parent or guardian only. The parent desiring medication to be returned must personally report to the school before 2 PM the last day of each school week.
- D. The parent or guardian is responsible for notifying the school immediately where:
 - 1. There is a change of physician.
 - 2. The medication or dosage is changed.
 - 3. The administration of the medication is to be terminated.
- E. Medication brought to the school by the parent or guardian must be labeled and in an appropriate container labeled by the pharmacy or physician with the date, student, name, dosage, time intervals and storage instructions. Liquid medication shall be delivered in unit-dose form if possible.
- F. **Failure to follow the aforementioned guidelines in delivery and administration of medicine can be a serious offense. Students found to be in possession of medication – prescribed or not – without following these guidelines will be subject to disciplinary action deemed appropriate at the discretion of school administration. Possession of medication classified as narcotics – even with a prescription – will be classified as such, and may be punished accordingly. These guidelines are to prevent such items from areas where they could easily be stolen, taken, or distributed by students.**

3. RECEIPT AND STORAGE OF MEDICATION

- A. Medication shall be received for storage from parent only if the Request to Administer Medication authorization form is on file in the school office.
- B. The nurse, principal or designated office representative of the school shall receive the medication and compare instructions of medication container with information appearing on the Request to Administer authorization form.
- C. A locked cabinet or area with temperature, light, and humidity controls shall be provided for the storage of medication.
- D. If for any reason the school cannot furnish required or appropriate storage facilities for a particular medicine, the parent or guardian will be notified.

4. PROCEDURES FOR THE ADMINISTRATION OF MEDICATION PRESCRIBED OR NON-PRESCRIBED

- A. All medication to be administered to children shall be:
 - 1. Checked against the Request to Administer Medication authorization form.
 - 2. Recorded in the medication daily log.
- B. The identity of the child shall be verified before administering medication.
- C. The school principal, nurse, or a designated office representative shall administer the medication or observe the child self-administer and not in the presence of other children. Teachers are not permitted to administer prescription or nonprescription medication to children unless first authorized by the principal to so do.

- D. Any side effects shall be reported immediately to the principal.
- E. Telephone numbers of parent/guardian and physician shall be entered on the Request to Administer Medication authorization form.

Self- Administration of Medication of Asthma/ Anaphylaxis Medications

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The school board this public school district permits the self-administration of asthma and anaphylaxis medication pursuant to the requirements of this policy. A student with asthma and/or anaphylaxis is entitled to possess and self-administer prescription asthma and/or anaphylaxis medication while on school property, on school-provided transportation, or at a school-related event or activity if:

1. The prescription asthma and/or anaphylaxis medication has been prescribed for that student as indicated by the prescription label on the medication;
2. The self-administration is done in compliance with the prescription or written instructions from the student's physician or other licensed health care provider; and
3. A parent of the student provides to the school:
 - a. Written authorization, signed by the parent, for the student to self-administer prescription asthma and/or anaphylaxis medication while on school property or at a school-related event or activity;
 - b. A written statement, signed by the parent, in which the parent releases the school district and its employees and agents from liability for an injury arising from the student's self-administration of prescription asthma and/or anaphylaxis medication while on school property or at a school-related event or activity unless in cases of wanton or willful misconduct;
 - c. A written statement from the student's physician or other licensed health care provider, signed by the physician or provider, that states:
 - i. That the student has asthma and/or anaphylaxis and is capable of self-administering the prescription asthma and/or anaphylaxis medication;
 - ii. The name and purpose of the medication;
 - iii. The prescribed dosage for the medication;
 - iv. The times at which or circumstances under which the medication may be administered; and
 - v. The period for which the medication is prescribed.
 - vi. The physician's statement must be kept on file in the office of the school nurse of the school the student attends or, if there is not a school nurse, in the office of the principal of the school the student attends.
4. If a student uses his/her medication in a manner other than prescribed, he/she may be subject to disciplinary action under the school codes. The disciplinary action shall not limit or restrict the student's immediate access to the medication.
5. The school board of each local public school district and the governing body of each private and parochial school or school district shall adopt a policy authorizing a school nurse or trained school employee to administer auto-injectable epinephrine to a student who the school nurse or trained school employee, in good faith, believes is having an anaphylactic reaction, whether or not the student has a prescription for epinephrine.

Definitions:

1. "Parent" means parent or legal guardian.
2. "Auto-injectable epinephrine" means a medical device for the immediate administration of epinephrine to a person at risk for anaphylaxis.
3. "Asthma and anaphylaxis medication" means inhaled bronchodilator and auto-injectable epinephrine.
4. "Self-administration of prescription asthma and/or anaphylaxis medication" means a student's discretionary use of prescription asthma and/or anaphylaxis medication.

5. STUDENT HEALTH SERVICE

School personnel may not exceed the practice of first aid in dealing with pupil injuries and sickness. The School Board recognizes that some children are being treated for chronic disabilities or illnesses. Where (when) a pupil's physician requires the pupil to take prescription or non-prescription medication during school hours, the District will cooperate.

II. DISCIPLINE

A. CODE OF CONDUCT

The primary responsibility for the conduct and personal appearance of a student rests with the student and the parents. Student and parents must recognize that discipline and order will be maintained in the school. Proper conduct and a clear mind are necessary for learning to occur. In carrying out school regulations, students, parents, teachers, and the administrative staff should observe the following:

1. Administrators and teachers shall hold students to strict account for violations of school policy. Students can expect disciplinary action for any infractions of the Code of Conduct or other disorderly conduct occurring at any school, on the way to and from school, at school meetings, programs, functions and activities, upon school buses, or at function/location under school jurisdiction. The superintendent or principal of any school may suspend any pupil from school for good cause in accordance with the rules and regulations of the school board.
2. The superintendent or a school administrator shall have the power to suspend a pupil for any reason for which such pupil might be suspended, dismissed, or expelled by the school board. However, such action of the superintendent, principal shall be in accordance with the written policies of the school board.
3. The superintendent or principal is authorized to institute appropriate disciplinary action, including immediate suspension/removal from campus by Student Resource Officer (SRO), if warranted, against any student for violations of school policy, infractions of the Code of Conduct and other disorderly conduct or misconduct, including, but not limited to the following:
 - Fighting;
 - Assault;
 - Disorderly conduct;
 - Harassment, intimidation or threats;
 - Disruption of school operations, functions, programs, or activities;
 - Disobedience;
 - Disrespect;
 - Insubordination;
 - Insulting language;
 - Obscene language;
 - Vandalism;
 - Malicious mischief;
 - Theft;
 - Damage to property, private or school;
 - Unauthorized use of school property;
 - Unauthorized entry on school premises;
 - Loitering;
 - Use or possession of tobacco, smoking, or vapor device;
 - Use or possession of alcoholic beverages;

- Under the influence of alcoholic beverages;
 - Use of illegal drugs;
 - Under the influence of illegal drugs;
 - Indecent exposure;
 - Public indecent displays of affection including in cars parked in the vicinity of any school building or activity;
 - Leaving class, school program or meeting without permission;
 - Physical altercation; or
 - Possession of any of the following items:
 - Illegal drugs or drug paraphernalia
 - Alcoholic beverages
 - Fireworks, explosives, matches, lighters or incendiary materials
 - Knives, firearms, slingshots or any other weapon
 - Pornographic materials
 - Stolen property
 - Tobacco/smoking/vapor device
 - Cards or gambling paraphernalia
 - Noise making devices
 - Other disruptive materials
 - Other materials, possession of which is punishable by law
 - Any offense otherwise punishable by law.
4. A student suspended by a superintendent or principal shall be entitled to a hearing and review of his case in accordance with the policies of the Board.
 5. Other disciplinary action may consist of detention, corporal punishment if approved under existing school policy, loss of privileges, denial or participation in school activities, probation, or a combination of any one or more of such action, including creative alternative sentences or appropriate constructive assignments, depending on the seriousness and circumstances of the offense and the attitude of the student.
 6. Administrators may impose detention as a disciplinary action upon students for violations, misconduct or disorderly conduct not serious enough to require other disciplinary action. The imposition of a detention by an administrator shall not preclude the imposition of other disciplinary action. Detention classes shall be held at a place and time to be designated by the principal. A detention shall be served the day following its issuance or as fixed by the principal. Such classes may be held after school or on Saturdays and shall constitute a school program. Any student failing to report for detention at the place and time designated shall be subject to other disciplinary action. The only permitted activity of students in such classes shall be study and homework. Any student serving detention must provide for his own transportation.

1. CAMPUS SECURITY AND GENERAL CLASSROOM ORDER

1. Any student who starts or participates in a fight or an assault, as set forth in this document, will be suspended from school immediately and may be removed from campus by the School Resource Officer (SRO) and all cases pending will be reviewed to determine if more serious punishment is appropriate. Any student participating in any violence or any activity which significantly disrupts classroom order, the educational process, the order of any school activity, or any activity which endangers the safety or security of any person may be suspended from school immediately while the matter is investigated and reviewed.
2. All persons other than school employees and pupils enrolled at a specific school must first go to the principal's office to secure admission to the campus when they come on the campus of that school. Otherwise, they will be considered to be trespassers and as such, subject to arrest and prosecution.
3. Any student who makes a threat against a staff member or any member of the student body, either directly or indirectly, will be subject to the consequences outlined in the discipline code. All threats will be taken

seriously. Students are to understand that at no time and under no circumstances are threats to be made in oral, written, or digital form.

4. Any student who has, in his/her possession, an object that would be classified as a weapon while on school grounds or going to or from school will immediately be suspended by the principal in a manner as prescribed by Board policy.

2. DEFINITIONS

1. **FIGHT:** A fight is defined as any violent physical contact between two or more persons, which is intended to cause, or intentionally causes serious bodily harm or injury. If the physical contact was made knowingly and on purpose of sufficient force or character to cause serious bodily harm or injury, then intent is established, regardless of whether the harm or injury actually results and regardless of whether the particular resulting harm or injury was intended or not. The determination of intent and of serious bodily harm or injury shall be made in the sound judgment and discretion of the principal or designated school officials. A non-exclusive list of examples of serious bodily harm or injury follows:

- Any blows to the face or head which cause, or could cause, bruising, bleeding, broken or chipped bones or teeth, significant swelling, concussion, injury to hearing or sight, severe pain, loss of consciousness;
- Blows to the abdomen or groin;
- Biting;
- Bleeding, internal or external;
- Broken, fractured or chipped bones or teeth;
- Bruising;
- Any wound requiring stitches;
- Burns;
- Loss of consciousness;
- Application of hazardous chemicals;
- Choking/strangulation;
- Sprains/injury to joints;
- Puncture wounds;
- Intentional physical contact resulting in a fall which could cause any of the injuries listed above; or
- Physical contact by any weapon capable of causing serious bodily injury or harm.

Each person who engages in a fight is guilty of a breach of the rules against fighting, regardless of who initiated the confrontation or the violence. Initiation and acceleration of a fight may be considered when imposing punishment, but these are not factors in determining whether or not a person is guilty of fighting. Self-defense is not an excuse, unless there was no reasonable means of escape or avoidance.

2. **PHYSICAL ALTERCATION/STRUGGLE:** A physical altercation or struggle is any disorderly or violent physical contact between two or more persons, which could result, or does result, in bodily harm or injury or in damaged property. A non-exclusive list of examples of physical altercations/struggles:

- Pushing or shoving;
- Wrestling;
- Grabbing or holding; or
- Violent physical horseplay.

3. **ASSAULT:** An assault is (a) the attempt to cause or the purposeful, knowing or reckless causing of bodily injury to another person, or (b) the negligent causing of bodily injury with a weapon or other means likely to produce death or serious bodily harm, or (c) the attempt by physical menace to put another person in fear or imminent serious bodily injury.

B. DISCIPLINE CODE

1. STUDENT CONDUCT ON SCHOOL BUS

LAFAYETTE COUNTY SCHOOL BUS RULES SCHOOL YEAR 2010-2011

1. Students must observe the same conduct as in the classroom
2. Be courteous, and respectful to all students and bus driver.
3. Bus drivers will assign students to a seat. Students must remain in their assigned seat, unless the bus driver moves the student. Sitting on backpacks is not permitted.
4. There will be no eating, drinking, or chewing gum on the bus. Children can get choked.
5. Students must not destroy or damage in any way the interior of the school bus, (seats, floors, doors, etc).
6. Keep aisle clear of legs, arms, backpacks, band instruments etc.
7. Keep writing materials, toys, games, etc. in backpack.
8. Throwing objects or shooting rubber bands will not be tolerated.
9. No weapons! Or any object that can be used as a weapon, which could cause harm to others.
10. For the safety of all, students must not use behavior that can cause a distraction to the bus driver.
Distractions are as follows: loud talking, screaming, moving from seat to seat, or horse playing with other students.
11. No profane language, fighting or inappropriate body gestures, whether student is on or off bus, as long as the bus is in view. Students are not allowed to use tobacco/vapor device or alcohol products.
12. Students should take pride in their bus, and help the bus driver in keeping the bus clean.

Lafayette County School District expects full compliance of these rules. School bus drivers have an important responsibility each day, so for the safety of all students the school district asks for your complete cooperation. Failure to comply with the above rules, students will be turned into the Principal's office for discipline.

Bus Discipline

Bus drivers will send written discipline referrals to the principal. The principal or designee will meet with the bus driver and the student concerning the violations of transportation rules. Severe infractions involving drugs or weapons will require a hearing before the Discipline Review Committee. Penalties for all other infractions will be at the discretion of the principal or designee and may include removal from the bus for an extended period of time.

Under no circumstance will a student be allowed to ride any other bus while under a bus suspension.

2. SCHOOL DISCIPLINE CODE

In order to maintain a fair and consistent discipline policy, the following discipline code and procedure has been created. Lafayette Middle School reserves the right to amend the discipline code at any time.

** Any student deemed to be a harm to themselves, others, or threaten to damage or destroy property must be examined by a licensed psychiatrist or psychologist at the expense of the parent or guardian to determine appropriateness for either continued attendance or for readmission to the district.*

Level I (Lesser acts of disorder)

Punishment Options

Warning

Assignment

Parent Conference

Corporal Punishment

After-school detention
Saturday School*
Restitution*
Probation
In-School Detention
Home Suspension*
Out-of-School Suspension (OSS)*
Disciplinary Hearing

Level II (Acts which interfere with the ability of the instructional process)

Punishment Options

Assignment
Parent Conference
Corporal Punishment
After-school detention*
Saturday School*
Restitution*
Probation
In-School Detention (ISD)
Home Suspension*
Out-of-School Suspension (OSS)*
Disciplinary Hearing

Level III (Acts whose first instance merit severe punishment or repeat offenses could lead to expulsion)

Punishment Options

Corporal Punishment
After-school detention*
Saturday School*
Restitution*
Probation
In-School Detention (ISD)
Home Suspension *
Disciplinary Hearing
Out-of-School Suspension (OSS)*

Level IV (Acts which may merit a school board hearing)

Punishment Options

Out-of-School Suspension
Disciplinary Hearing
School Board Hearing
Alternative School
Expulsion

Level V (Acts which merit expulsion of student)

Punishment Options

Expulsion

Note: In an event that a student commits a level 5 violation, that student will be expelled by the principal on the day of the violation or the first school day following the violation if the violation occurs after regular school

hours. The parents or legal guardian of the expelled student will have the option of appealing the expulsion to the school board.

3. DISCIPLINE LADDER

Students will be disciplined according to violation. Each subsequent violation by the student will result in an increasingly more severe consequence. Multiple violations or more serious violations may result in suspension, a disciplinary hearing, and/or expulsion.

4. CONSEQUENCES OF VIOLATIONS

It is the purpose of Lafayette Middle School to be varied in its approach to behavior modification. Accordingly, every effort has been made to offer discipline options that enforce proper student conduct, yet is multi-dimensional in nature. Definitions of some of LMS's discipline options are listed below.

A) AFTER-SCHOOL DETENTION

After-school detention for failure to do homework, class work, or incomplete assignment outside of class such as a writing assignment, will be assigned by the classroom teacher. Detention will be held from 3:00-4:20 and will adhere to the following ladder should discipline issues occur while in attendance:

1st offense- 1 additional day added

2nd offense- Home Suspension and 2 additional days added

3rd offense- 3 day out-of-school suspension

Upon receiving after-school detention, a student will sign and receive a contract which will state the date(s) of ASD. Rules pertaining to ASD will also be listed on the contract.

After-school Detention Rules

1. Student will be in his/her desk at 3:10. Detention will end at 4:00*. An unexcused tardy of 5 minutes or less will result in an additional day of detention. Unexcused tardies more than 5 minutes will be considered an unexcused absence.
2. There will be no talking. Students who have a question **for the teacher** must raise their hand and **be recognized**.
3. Students must arrive to class with work and the utensils to perform their work. Students who do not bring work to class will either be given work to do by the supervising teacher or will be asked to leave which will be considered an unexcused absence. **Students who refuse to do work will be asked to leave.**
4. There will be no sleeping, nor can a student assume a sleeping position.
5. There will be no cards, radios, or electronic games allowed.
6. There will be **NO** bathroom breaks allowed during after-school detention. If a student has a medical problem that may result in an emergency need to go to the bathroom, that student must bring a note from the parent.

Supervising teachers reserve the right at any time to ask a student to leave if that student's behavior is not consistent with the stated rules. This ejection will be treated as an unexcused absence.

Transportation will not be provided for students who have ASD. Parents who are unable to provide transportation for ASD, must comply with another form of behavior modification that has been agreed upon by the administrator.

**Student must be picked up by parent at this time.*

B) SATURDAY SCHOOL

Saturday School will last from 8:00 A.M. to 11:30 A.M. Action pertaining to an unexcused absence from Saturday School will adhere to the following ladder:

1st offense- Home suspension and 1 additional day added

2nd offense- 3-day out-of-school suspension

Upon receiving Saturday School, a student will sign and receive a contract which will state the date(s) of Saturday School. Rules pertaining to Saturday School will also be listed on the contract.

Saturday School Rules

1. Student will be in his/her desk at 8:30. Detention will end at 11:30. Doors will be locked at 8:30 and no one will be allowed in the building.
2. There will be no talking. Students who have a question **for the teacher** must raise their hand and **be recognized**.
3. Students must arrive to class with work and the utensils to perform their work. Students who do not bring work to class will either be given work to do by the supervising teacher or will be asked to leave which will be considered an unexcused absence. **Students who refuse to do work will be asked to leave.**
4. There will be no sleeping, nor can a student assume a sleeping position.
5. There will be no cards, radios, or electronic games allowed.
6. There will be a bathroom break at 10:00 only. If a student has a medical problem that may result in an emergency need to go to the bathroom, that student must bring a note from the parent.

Supervising teachers reserve the right at any time to ask a student to leave if that student's behavior is not consistent with the stated rules. This ejection will be treated as an unexcused absence.

Transportation will not be provided for students who have Saturday School. Parents who are unable to provide transportation for SS or are unable to pick up students at 11:30 a.m., must comply with another form of behavior modification that has been agreed upon by the administrator.

C) CORPORAL PUNISHMENT

Corporal Punishment may be administered in the Lafayette County School System as a disciplinary procedure for those infractions deemed appropriate. Failure of the student to accept said punishment shall result in an alternative punishment, which shall include but not be limited to a suspension and possibly a disciplinary hearing. Corporal punishment shall be administered by the principal or by certified staff and shall not be administered in front of a class of students. In every case, an adult witness shall be present. Corporal punishment may be administered to both sexes. **Parents who choose not to have their child corrected by the use of corporal punishment must put this request in writing each year.**

D) SUSPENSION

A discipline referral of type of suspension and the number of days suspended will be given to the student when the student is suspended. It should be emphasized that when a student is suspended from school, he/she is not to return to school for any reason until the suspension period is over; this includes all extra-curricular activities.

Student suspension from school during an academic year because of infractions of the rules and regulations of the school system will be implemented by the following methods:

(1) OUT-OF-SCHOOL SUSPENSION (OSS)

When an out-of-school suspension is issued, the suspended student may not return to school until the prescribed amount of suspended days has expired. A school suspension can range from one to ten days, depending on the violation in relation to the discipline code.

Note: When given a three-day out-of-school suspension, the suspended student's parent will be contacted in order for the student to be picked up from school. If the parent is unable to get the student or the school is unable to contact the parent, the suspended student will be placed in Silent Learning Center for the remainder of the school day. This detention will not be counted as one of the suspended days. If the student refuses to be placed in ISS and the parent cannot remove the student from school, the school will request that the sheriff's department retain the student until the parent can pick up the student at the sheriff's department.

(2) Silent Learning Center

Silent Learning Center may be implemented as a disciplinary procedure. Students in silent learning center will not be given a zero on missed work, but will be expected to complete all assigned work, which will be graded accordingly. A student assigned to SLC will remain in the in-school detention classroom for the entire school day. Two bathroom breaks will be provided with one in the morning and one in the afternoon.

School campus.

While in Silent Learning Center, a student will be expected to:

- Follow the directions and rules given by the in-school suspension supervisor.
- Complete assignments given by either the classroom teachers or the SLC supervisor.
- Remain awake, alert, and responsive to the directions of the in-school suspension supervisor.
- Maintain a posture that does not reflect an attempt to sleep or become apathetic toward work.
- Not mark or damage any school property

Failure to follow the rules and procedures of ISD will result in:

- Additional ISD days added
- A Home Suspension
- An Out-of-School Suspension
- A Disciplinary Hearing

Note: While a student is serving any type of suspension, that student may not attend or participate in any extra-curricular activity.

E) ALTERNATIVE SCHOOL

Any student placed in the Alternative School of Learning cannot attend nor participate in extra-curricular activities. Any student transitioning back into the regular classroom setting at Lafayette Middle School will be placed under a probation period (see Section G) dealing with any extra-curricular activities.

F) EXPULSION

In accordance with school policy, state, and federal law, *any* student in violation of any policy whose consequence results in expulsion, will have the expulsion implemented the day of the violation or the first school day that the student returns to school in the event that the violation occurs during an off-campus function. Students who have been expelled are not allowed on school campus at any time, nor may they attend any school-sponsored function or extra-curricular activity during the duration of the expulsion. The legal parents or guardians of an expelled student may appeal the expulsion to the school board.

G) PROBATION

The principal, assistant principal or disciplinary committee has the option of placing a student on school probation. While on school probation, a student is not allowed on school campus after 3:30 P.M. That student may not participate or attend any extra-curricular activity, including class or group trips during the duration of the probation.

C. THE LAW

1. ACTS OF UNLAWFUL ACTIVITY

As set forth in the Mississippi Code, Sections 97-37-17 and 37-11-29 any unlawful acts committed by students will be reported immediately to the proper law enforcement officials.

Unlawful activity is defined as:

1. Possession or use of a deadly weapon, as defined in Section 97-37-1, Mississippi Code.
2. Possession, sale or use of any controlled substance.
3. Aggravated assault, as defined in Section 97-3-7, Mississippi Code.
4. Simple assault, as defined in Section 97-3-7, Mississippi Code, upon any school employee.
5. Rape, as defined under Mississippi law.
6. Sexual battery, as defined under Mississippi law.
7. Murder, as defined under Mississippi law.
8. Violent act as defined in Section 43-21-605, Mississippi Code.
9. Any and all other acts that are considered a crime or violation of law as recorded in the Mississippi Code.

The following definitions will apply to any policy governing the Lafayette County School District:

Educational property is any building, school bus, school campus, school grounds, recreational area, athletic field, or any other property owned or used by the Lafayette County School District as well as any location or function described under school jurisdiction.

Student shall mean any person enrolled in the Lafayette County School District or a person who has been suspended or expelled within the last five years whether the person is an adult or a minor.

Switchblade knife shall mean a knife containing a blade or blades, which open automatically by release of a spring or similar contrivance.

1. By law it is a felony for any person to possess or carry, openly or concealed, any gun, rifle, pistol or other firearm of any kind, or any dynamite cartridge, bomb, grenade, mine, or powerful explosive on educational property.
2. By law it is a misdemeanor for any person to possess or carry, openly or concealed, any BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades, and any sharp-pointed or edged instrument except instructional supplies or food preparation tools.
3. Any and all objects construed and used as a weapon are forbidden.

2. PREVENTION OF SCHOOL VIOLENCE

Section 97-37-17, Mississippi Code of 1972, is amended as follows: 97-13-17

(1) The following definitions apply to this section:

- (a) "Educational property" shall mean any public or private school building or bus, public or private school campus, grounds, recreational area, athletic field, or other property owned, used or operated by any local school board, school, college or university board of trustees, or directors for the administration of any public or private educational institution or during a school related activity; provided however, that the term "educational property" shall not include any sixteenth section

school land or lieu land on which is not located a school building, school campus, recreational area or athletic field.

- (b) "Student" shall mean a person enrolled in a public or private school, college or university, or a person who has been suspended or expelled within the last five (5) years from a public or private school, college or university, whether the person is an adult or a minor.
 - (c) "Switchblade knife" shall mean a knife containing a blade or blades which open automatically by the release of a spring or a similar contrivance.
 - (d) "Weapon" shall mean any device enumerated in subsection (2) or (4) of this section.
- (2) It shall be a felony for any person to possess or carry, whether openly or concealed, any gun, rifle, pistol or other firearm of any kind, or any dynamite cartridge, bomb, grenade, mine, or powerful explosive on educational property. However, this subsection does not apply to a BB gun, air rifle or air pistol. Any person violating this subsection shall be guilty of a felony and, upon conviction thereof, shall be fined not more than Five Thousand Dollars (\$5,000), or committed to the custody of the State Department of Corrections for not more than three (3) years, or both.
 - (3) It shall be a felony for any person to cause, encourage or aid a minor who is less than eighteen (18) years old to possess or carry, whether openly or concealed, any gun, rifle, pistol or other firearm of any kind, or any dynamite cartridge, bomb, grenade, mine or powerful explosive on educational property. However, this subsection does not apply to a BB gun, air rifle or air pistol. Any person violating this subsection shall be guilty of a felony and, upon conviction thereof, shall be fined not more than Five Thousand Dollars (\$5,000), or committed to the custody of the State Department of Corrections for not more than three (3) years, or both.
 - (4) It shall be a misdemeanor for any person to possess or carry, whether openly or concealed, any BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for personal shaving), and any sharp-pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation of food, instruction and maintenance on educational property. Any person violating this subsection shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not more than One Thousand Dollars (\$1,000.00), or be imprisoned not exceeding six (6) months, or both.
 - (5) It shall be a misdemeanor for any person to cause, encourage or aid a minor who is less than eighteen (18) years old to possess or carry, whether openly or concealed, any BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade, knife, blackjack, metallic knuckles, razors and razor blades (except solely for personal shaving) and any sharp-pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation of food, instruction and maintenance on educational property. Any person violating this subsection shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not more than One Thousand Dollars (\$1,000.00), or be imprisoned not exceeding six (6) months, or both.
 - (6) It shall not be a violation of this section for any person to possess or carry, whether openly or concealed, any gun, rifle, pistol or other firearm of any kind on educational property if:
 - (a) The person is not a student attending school on the educational property;
 - (b) The firearm is within a motor vehicle; and
 - (c) The person does not brandish, exhibit or display the firearm in any careless, angry or threatening manner.
 - (7) This section shall not apply to:
 - (a) A weapon used solely for educational or school-sanctioned ceremonial purposes, or used in a school-approved program conducted under the supervision of an adult whose supervision has been approved by the school authority;
 - (b) Armed forces personnel or the United States, officers and soldiers of the militia and

National Guard, law enforcement personnel, any private police employed by an educational institution, State Militia or Emergency Management Corps and any guard or patrolman in a state or municipal institution, when acting in the discharge of their official duties;

- (c) Home schools as defined in the compulsory school attendance law, Section 37-13-91, Mississippi Code of 1972;
- (d) Competitors while participating in organized shooting events;
- (e) Any person as authorized in Section 97-37-7 while in the performance of his official duties;
- (f) Any mail carrier while in the performance of his official duties; or
- (g) Any weapon not prescribed by Section 97-37-1 which is in a motor vehicle under the control of a parent, guardian or custodian, as defined in Section 43-21-105, which is used to bring or pick up a student at a school building, school property or school function.

3. RESPONSIBILITY OF PARENTS

Any parent, guardian or custodian who shall knowingly suffer or permit any child under the age of eighteen (18) years to have or to own, or to carry concealed, in whole or in part, any weapon the carrying of which concealed is prohibited, shall be guilty of a misdemeanor, and, on conviction, shall be fined not more than One Thousand Dollars (\$1,000.00) and shall be imprisoned not more than six (6) months in the county jail. The provisions of this section shall not apply to a minor who is exempt from the provisions of Section 97-37-14.

Mississippi Code - Section 97-37-15

As set forth in the Mississippi Code, Section 37-11-53 the following regulations shall apply to students enrolled in the Lafayette County School District:

1. The parent, guardian or custodian of the compulsory school age child in the Lafayette County School District shall be responsible financially for his or her minor child's destructive acts against school property or persons;
2. The parent, guardian or custodian of a compulsory-school-age child enrolled in the Lafayette County School District may be requested to appear at school by an appropriate school official for a conference regarding acts of the child;
3. The parent, guardian or custodian of a compulsory-school-age child enrolled in the Lafayette County School District who has been summoned by proper notification by an appropriate school official shall be required under this provision to attend such discipline conference specified in #2; and
4. 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 as defined in Mississippi Code Section 37-11-29 occurring on school grounds.
5. Any parent, guardian or custodian of a compulsory-school-age child who refuses or willfully fails to perform any of the duties imposed upon him or her under the provisions of Section 37-11-29, Mississippi Code shall be guilty of a misdemeanor and, upon conviction, shall be fined not to exceed \$3,500.00.
6. The Lafayette County School District is entitled to recover damages in an amount not to exceed \$20,000.00, plus necessary court costs, from the parents of any minor under the age of 18 and over the age of 6 who maliciously and willfully damages or destroys property belonging to this school district.

IV. ATTENDANCE RULES AND REGULATIONS

A. ATTENDANCE PROCEDURES

ABSENCES: A doctor's note or a letter of explanation from a parent or guardian is required explaining the reason for the absence from school. **The note or letter is to be turned in within 2 days of student's return, and should be given to the school office, otherwise the absence will be unexcused.**

Students may have up to three (3) days per semester excused with a note from a parent or guardian.

After a student has accumulated three (3) unexcused absences, notification will be sent to the attendance officer.

Students who receive out-of-school suspensions will have those days counted as unexcused. The principal will excuse absences due to school-sponsored activities. Students assigned to in-school suspension will not be counted as absent from school.

Make-up work and tests will be due the day of the student's return if the student has only missed one day. In the event a student has missed multiple days, any work previously assigned will be due on the day of return. Any work missed will be made up based on the number of days missed. Example: If a student missed three days, he/she will have three days to make up all work upon return. Teachers, at their discretion, may extend these days if needed.

Minimum program funds for a school are allocated on the basis of the average daily attendance (ADA) of all students. Whenever a student is absent for any reason, it costs the school a loss of money. It makes no difference whether the absence is excused or unexcused; it is still a non-attendance day for which no money is allocated.

AVERAGE DAILY ATTENDANCE

The term "average daily attendance" shall be the figure which results when the total aggregate full-day attendance during the period or months counted is divided by the number of days during the period or months counted upon which both teachers and pupils are in regular attendance for scheduled classroom instruction, unless a pupil's absence is excused due to participation in an activity authorized by the State Board of Education listed below, less the average daily attendance for self-contained special education classes. State Board of Education activities include, but are not limited to: official organized events sponsored by the 4-H or Future Farmers of America (FFA); official organized junior livestock shows and rodeo events; official employment as a page at the State Capitol for the Mississippi House of Representatives or Senate; subject-matter field trips; athletic contests; student conventions; music festivals or contests; and any similar school-related activity designated by the State Board of Education. For purposes of determining and reporting attendance, a pupil must be present for at least sixty-three percent (63%) of the instructional day, as fixed by the local school board for each school in the school district, in order to be considered in full-day attendance.

LEGAL REF.: MS CODE 37-151-5

B. ABSENCES AND EXTRACURRICULAR ACTIVITIES

A student must be present for at least 63% of the school day on the day of a school event to participate in the event or activity. A student who is absent on Friday may not participate during the weekend. Exceptions may be made in case of a death in the family, extreme emergencies, etc., subject to the prior approval of the principal. Being present means attending all scheduled academic classes unless exceptions are approved by the principal.

C. EXCUSES AND PARENT EXPLANATIONS

Lafayette Middle School recognizes the following types of excuses and explanations:

Unexcused absence- An absence that does not qualify for any other type of excuses or a student's failure to bring an excused absence or parent explanation within the stated deadline results in an unexcused absence.

Parent Explanation- A written note, with a telephone number, from parents is required. A parent explanation explains the reason for the absence and lets the school know that the parent/guardian is aware that the student was absent. If a parent excuse is not received within **two** school days that absence will be considered an unexcused absence. Students may have up to three (3) days per semester excused with a note from a parent or guardian. The following are excusable reasons for missing school: personal illness, illness in the family, death in the family, extreme emergencies, or any other reasons that are covered by Board Policy JBD.

Note: Parents are encouraged to make a student's medical or dental appointments after 3:04 (except in cases of emergency).

School Sponsored & Administrative Excuses- Students are excused from school sponsored activities. Administrative excuses are used to cover special and unique situations. A request for an administrative excuse must be made in writing prior to the absence. Administrative excuses will not be granted for funerals or for participating in activities or events not sponsored by the school.

Medical Excuses- A medical note from a doctor is considered an excused absence. A written note from the doctor's office is required within **two** school days of returning from school. If a note is not received within two school days, then the absence is considered unexcused.

D. HOMEBOUND STUDENTS

Any student who is homebound because of accident or illness (on the part of that student) will be required to complete the same quantity and quality of classwork as other students within the time designated by the teacher. The counseling center will not be responsible for sending home make-up assignments for students absent for less than two days. Those students will be responsible for obtaining the make-up assignment upon return to school.

E. CLASS TRIPS

Class Trips: The privilege of attending a class trip will be determined by the following criteria:

1. Within the current school year, the student has not received a suspension, 2 or more office referrals, or has any unpaid fines.
2. The student has not received an administrative recommendation not to attend the trip due to class conduct or grades.

F. TARDIES/ LATE ARRIVALS TO SCHOOL

Three unexcused tardies to a class, which also includes late arrival to school (after 7:45), will result in disciplinary action. Consequences may include, but are not limited to the following: after school detention, Saturday school, home suspension, etc.

G. CHECKING OUT

Once a student arrives on campus he/she cannot leave the campus unless he/she checks out through the office. Check-out notes are not accepted at Lafayette Middle School. If a student **must** check out early, a parent/legal guardian, or adult previously designated on the student's checkout list, must come to the school and check out the student. No student will be allowed to leave this school unless one of the aforementioned adults signs him/her out, or in case of an **emergency**. In the case of an emergency, the principal or assistant principal must verify verbally with a parent that the student has permission to leave with a grandparent, relative, or other responsible adult.

Note: When a student is checked out, the check out sheet must be completed and matching valid identification must be provided. This sheet must be signed by a parent or guardian and one of the office personnel. In the event that a student leaves without the proper check-out procedures being followed, the student will be considered leaving campus without permission and subject to the consequences for violating that rule.

V. AWARDS/GRADING

A. AWARDS AND RECOGNITION

PRINCIPAL'S LIST: A Principal's List for each grade will be determined and posted for each grading period. To qualify for the Principal's List, a student must be taking at least three academic classes and have no grade below 90.

HONOR ROLL: An Honor Roll for each grade will be determined and posted for each grading period. To qualify for the Honor Roll, a student must be taking at least three academic classes and have no grade below 82.

PRINCIPAL PROGRESS: A Principal Progress list will be determined for the second – fourth 9 weeks based on a student raising his/her overall 9 weeks average 5 points from one 9 weeks to the next.

B. GRADING PROCEDURES

AVERAGING: Grading Periods—Progress Report, 9 weeks and Semester Averaging will be as follows: Major Grades (Summative assessments/projects) 50%; Minor Grades (formative assessments/projects) 35%; and Daily Grades (routine work, practice, homework) 15%. Semester averages are calculated by finding the average of the two preceding nine weeks (75%) then combined with the semester exam (25%) for the average (Figure 1).

Yearly average is achieved by adding the two semesters' averages together, then divide by 2.

$$\left[3\left(\frac{9wk+9wk}{2}\right)+Sem.Exam\right]\div 4$$

Figure 1

Student Exemptions for Final Exams— For students in grades 6 – 8, exemption from the final exams is an earned privilege. A student will be considered for exemption if the student has no out of school suspensions, overall average of 90, no more than 10 (final) absences per class. Other incentives may be instituted as deemed appropriate.

All absences will be counted except those that are school related such as choir and band trips, athletic contests, etc. Students that owe fees or fines will NOT be exempt from any exam.

C. GRADING AND REPORTING PERIODS

REPORT CARDS: Report cards are issued at the end of each nine-week period. Parents are encouraged to call on the teacher or principal if they have questions about their child's grades. Teachers in grades 5-8 will use numerical grades on report cards.

90 - 100	A
80 - 89	B
70 - 79	C
65 - 69	D
64 And Below	F

Any parent/guardian desiring a conference with said student's teacher(s), should arrange such with the Counseling Center. A teacher-parent conference may be arranged by faculty as needed with approval of the principal.

D. PROGRESS REPORTS

Progress reports will be sent home for all students in the middle of each grading period. Announcements will be made concerning the specific dates.

E. PROMOTION CRITERIA

Policy Title: Promotion and Retention

Code: IHE

Approval Date: June 29, 1998

Amendment Date:

This amended policy revises IHE and includes the former policies IDDDFA and IDDDFB

A. Middle 6-8

1. Promotion Criteria

- a. Students in the 6th grade must pass , math, language, and one of the following: science or social studies
- b. Students in the 7th must pass language, math, and two of the following: science, social studies, or ICT I.
- c. Students in the 8th must pass language, math, and two of the following: science, social studies, or ICT II.

2. Credits

All grades for students 1-12 will be recorded as a numerical grade. Grades for kindergarten will be from the following: S (satisfactory), MP (making progress), or U (unsatisfactory).

B. Promotion standards for student with disabilities.

Grading

Students with disabilities who have a current eligibility in special education and a current individual education plan (IEP) on file will receive grades fairly reflecting the student's achievement on the instructional level on which he/she is functioning. The procedure used for reporting grades will be such that everyone involved in reporting and using these grades will clearly understand that a high grade does not necessarily mean that a disability no longer exists. A high grade should accurately reflect that, based on what is expected of a student with a given ability, he/she is performing well. Students with an IEP will be given a grade based on mastery of specific objectives as outlined on the IEP. Students with

disabilities who attend regular education classes will be graded on the Lafayette County Schools' grading scale. If a student with disabilities attends a regular education class, the regular education teacher will assign the grade for that class. If the student attends a resource class, the special education teacher will assign the grade for that class. The special education teacher will work jointly in designing a program and grading a student with disabilities. A student with disabilities may need adaptations or modifications in the classroom or curriculum so that he/she might be successful. If the student is in a regular program he/she may need assistance from a special education teacher to be successful. The regular education and special education teachers must work cooperatively to meet the needs of the student.

F. REQUIRED REMEDIATION

The school district reserves the right to require students to take additional remediation to improve test scores and mastery of .

G. SUMMER SCHOOL/EXTENDED SCHOOL

Grades 3 – 8

The Summer School program will be offered for students in grades 3 – 8. Teacher salaries and transportation costs for this program will be funded through Title I as long as funds are available. Transportation to select drop-off locations will be available for students in the program.

Eligibility for promotion will be determined upon successful completion of the core skills set forth by the summer school curriculum and areas of end-of-year deficiency, based on the current Mississippi state standards.

Extended School Year for students receiving special services will be determined by the student's IEP committee and coordinated through Special Services in accordance with state and federal guidelines.

Grade 6

Students in grade 6 will be allowed to register for one course only. Courses offered may be social studies, math, and language based on the overall demand and funding available for each course . Students considered for the Summer School Program must have made at least a grade of 50 in the course for which they are registering

Grades 7 – 8

Students in grades 7 and 8 will be allowed to register for one course only. Courses offered may be science, social studies, math and language based on the overall demand and funding available for each course . Students considered for the Extended School Year Program must have made at least a grade of 50 in the course for which they are registering.

Students in grades 6 - 8 registered in the Summer School Program will not be considered for promotion if they miss more than two days. Any student who becomes a discipline problem at school or on the school bus will be dropped from the program and the privilege of attending the Extended School Year Program will be lost.

H: INTERVENTION POLICY

MDE shall require an instructional model designed to meet the needs of every student. The model shall consist of three tiers of instruction.

The Lafayette County School District is committed to ensuring each child makes significant academic progress. To do this, we continuously review information that tells us how each child is progressing. The process used by our teachers at Lafayette Middle School is called *Response to Intervention* or the *Three-Tier Process*.

The Lafayette County School provides research-based interventions at universal, targeted, and intensive levels. Standard intervention and problem-solving practices are provided for each level of intervention.

1. Universal Level (Tier I): Interventions used with all students at a particular grade level (core program.)
2. Targeted Level (Tier II): Supplemental interventions used with students whose progress places them at some risk for not meeting instructional goals and/or behavioral expectations. (These interventions may be provided in small group instruction, and/or through the use of a computer-based program, or through other means - as decided by the TST team - at least two times a week).
3. Intensive Level (Tier III): Interventions used with students whose progress places them at high risk for not meeting instructional goals and/or behavioral expectations. (These interventions may be provided individually, in small group instruction and/or through the use of a computer-based program with an increase in the amount of time and/or number of days per week).

- If strategies at Tiers 1 & 2 are unsuccessful, students must be referred to the Teacher Support Team. The TST is the problem-solving unit responsible for interventions developed at Tier 3. Each school must have a Teacher Support Team (TST) implemented in accordance with the process developed by the Mississippi Department of Education. The chairperson of the TST shall be the school principal as the school's instructional leader or the principal's designee. The designee may not be an individual whose primary responsibility is special education. Interventions will be:

- designed to address the deficit areas;
- research based;
- implemented as designed by the TST;
- supported by data regarding the effectiveness of interventions.

- In addition to failure to make adequate progress following Tiers 1 & 2, students will be referred to the TST for interventions as specified in guidelines developed by MDE if any of the following events occur.

- A. Grades 1-3: A student has failed one (1) grade;
- B. Grades 4-12: A student has failed two (2) grades, OR
- C. A student failed either of the preceding two grades and has been suspended or expelled for more than twenty (20) days in the current school year.

VI. SCHOOL CAFETERIA

The cafeteria at Lafayette Middle School offers both breakfast and lunch and participates in the National Child Nutrition Program, which provides free and reduced price meals to those who qualify as well as full price meals to all others. All students will be assigned an identification number, which must be given to the cashier when eating breakfast or lunch. These numbers will be assigned approximately two weeks after school begins. Students who feel they may qualify are encouraged to apply for free or reduced price meals by filling out an application available from your homeroom teacher or from the Counseling Center. A student may begin the school year on the same status as the prior year, but must reapply in order for benefits to continue.

Once identification numbers have been assigned, students may pay for meals in advance for one week periods for a period not to exceed one (1) month.

Students may pay by check but the check may not exceed the price of the meals. Students are not allowed to charge their meals.

All students who wish to prepay, should report to the Food Service Secretary in the Food Service Office on Mondays before 10:15 a.m. Refunds for unused prepaid meals will only be made when a student withdraws from school or when a student's status changes from reduced or paid to free. All requests for refunds shall be addressed to the Food Service Administrator. Refunds must be made via a purchase order which has been approved by the Board, from which a check will be issued.

A.

***** ON LINE PAYMENT INFORMATION *****
FOOD SERVICE DEPARTMENT
(662) 234-7320

Dear Parent,

You can now add money to your child's school accounts via the Internet by going to www.myschoolbucks.com and click on register/sign up to create an account. The site accepts credit cards as payment for breakfast and lunch student, faculty and staff accounts.

You can stay up-to-date with your child's spending. In addition, you can even receive notification when your account balances become low.

The goal is to offer an efficient and convenient method of payment for parents and schools. The service offers to ease the process of gathering and managing funds for you and your school.

You no longer need to send a check with your child. Once an online payment is made, money is added to your child's account in seconds. The payment amount and a small transaction fee (\$2.50 per transaction) will be charged to your credit card or checking account.

Getting started is easy. Go to www.myschoolbucks.com and create an account. Then easily add your child to your account for payments. The following information will be needed to add a child to your account.

- . Child's Student ID or Child's Birth Date
- . A valid email address for your account

Sincerely yours,

Mark H. Davis, Food Service Director

VII. STUDENT ORGANIZATIONS

A modern school is more than a place for learning and hearing lessons. It is, in addition to intellectual growth, a place where students can put into practice the art of efficient, wholesome and worthy living. The formation of clubs came about to afford a means of providing the actual experience necessary for the development of adult citizenship responsibility. All clubs and organizations will meet at designated times before or after school.

A. ELIGIBILITY OF STUDENTS FOR EXTRACURRICULAR ACTIVITIES

Eligibility rules as set by the Mississippi High School Activities Association and other governing bodies will be enforced.

B. ACADEMIC ELIGIBILITY FOR EXTRACURRICULAR ACTIVITY

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

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

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

C. CRIMESTOPPER PROGRAM

Crime within and on school properties is a reality. The Lafayette County School District has recognized the potential for criminal acts at school and have developed a Comprehensive Crisis Management Plan. This plan enables the school personnel to appropriately respond to the prevention, intervention, and postvention needs of its students, staff and community. As an extension of that effort, the school districts recognize the need for timely reporting of crime within its jurisdiction. Consequently, the districts have secured the access and use of the Lafayette County Crimestoppers Program to assist in deterring crime and violence among youth and teenagers. The Crimestoppers number is 234-8477.

CONNECTIONS - If you hear of a situation that could put your school's safety at risk call 1-888-827-4637. No one will ask for you name or location. You may receive a cash reward of up to \$1, 000.

VIII. FEES

School Fees:

All of the above are due either to the teacher or sponsor if applicable.

6th/7th/8th Science Lab Fee: \$5.00 per student

6th/7th/8th Math Fee: \$5.00 per student

6th Quest: \$10.00 a year

7th/8th Gateway Drama: \$15.00 per student

7th/8th Gateway Music: \$10.00

7th ICT: \$ 8.00

8th ICT II: \$5.00

School Yearbook: TBA

Jr. Beta: \$25.00 (\$17.00 of which will be mailed for registration)

Band: Beginner band member \$10.00 a semester or \$20.00 a year. All others pay \$20.00 a semester or \$40.00 a year.

Library Fines: The cost of lost books will be their replacement value.

Library Copying Fee: \$.10 per printing copy. Lost books will be the replacement cost.

Textbook Fines: Based on age and condition of book when issued. No fines for less than \$1.00 will be assessed. Any student owing textbook fines from a previous year will not be issued textbooks until the fines are paid.

Textbooks:

This school district provides textbooks free of charge to students. It is the duty of each student to care for the textbooks to the best of his/her ability. Students who lose or damage textbooks are required to pay for them. Students should take pride in the upkeep of their textbooks. Teachers are instructed to assess fines for amounts up to the current value of a book when it is obvious that the student has damaged or defaced the book.”

Textbook fines and damage replacement schedule:

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

Lunchroom Meals:

Student Paid Breakfast \$1.50*	Student Paid Lunch \$2.50*	Teacher Lunch \$3.50*
Student Reduced Breakfast \$0.30*	Student Reduced Lunch \$0.40*	Teacher Breakfast \$2.50*

- **Subject to change.** Parents and students will be notified of any changes well in advance.

**You may add money to your child’s lunch account on-line. Please see the following attached document for the corresponding information.

Athletic Admission:

High School Football	\$7.00	High School Basketball	\$5.00
Jr. High Football	\$5.00	Jr. High Basketball	\$5.00

* **All middle school and younger students must be accompanied by an adult during school functions**

* All school events will require a ticket.

* **Subject to change.** Parents and students will be notified of any changes well in advance.

School Pictures and Class Rings

School pictures will be made on the prepay plan. Students will pay photographer when their picture is made. It is required that each enrolled student in grades 5-8 have a picture taken (if you are not purchasing pictures, this is free) for use in the school yearbook. Information on the package plans available will be sent home prior to the date for pictures. The tentative date for taking pictures will be in Sept. Class Rings are available to you through the school. There is no obligation to purchase these items. Lafayette Middle School requests bids for these items and the lowest or best bid gets the opportunity to offer these services to you.

Lafayette Middle School Corporal Punishment Form

Corporal punishment may be administered in the Lafayette County School System as a disciplinary procedure for those infractions deemed appropriate. Failure of the student to accept said punishment shall result in an alternative punishment which shall include but not be limited to a suspension and possibly a disciplinary hearing. Corporal punishment shall be administered by the principal or by certified staff and shall not be administered in front of students. In every case an adult witness shall be present. Corporal punishment may be administered to both sexes.

Parents must complete the below form and return to the school each year.

Check the appropriate box and sign below.

YES, I will allow the school district to administer corporal punishment to my child.

NO, I will NOT allow the school district to administer corporal punishment to my child.

Parent/Legal Guardian

Date

DATE: _____

STUDENT'S NAME: _____

We, the parents/guardians of the above named student have read and understand the policies and procedures of this handbook. Consequently, we take responsibility for those policies and procedures as well as the responsibility for the textbooks issued to my child during the current school year. If any book is lost, damaged, or destroyed, we, by this signature agree to pay such loss.

Student Signature: _____

Parents/Guardian Signature: _____

Lafayette County School District
Acceptable Use Policy

The Lafayette County School District provides teachers, staff, and students the privilege of accessing the Internet over the district's network for the enhancement of learning and achievement. The Internet offers an abundance of research material pertinent for intellectual growth.

Use of the Internet and electronic communications requires students to think critically, analyze information, write clearly, use problem-solving skills, and hone computer and research skills that employers demand. Use of these tools also encourages an attitude of lifelong learning and offers an opportunity for students to participate in distance learning activities, ask questions of and consult with experts, communicate with other students and individuals, and locate material to meet educational and personal information needs.

This policy establishes expectations for responsible access and use of District Technology Resources by staff, students, parents/guardians and community members who use the services. District technology resources are to be used to support curriculum, instruction and learning opportunities for students and staff. All resources must be consistent with District guidelines for selection of educational materials. Additionally, these resources must be used to enhance and enrich the District's curriculum while providing for the varied instructional needs, learning styles, abilities and developmental levels of students.

The Board believes the educational opportunities inherent in these tools far outweigh the possibility that users may procure material not consistent with the education goals of the District. However, the Internet and electronic communications are fluid environments in which students may access materials and information from many sources, including some that may be harmful to students. The Board acknowledges that while it is impossible to predict with certainty what information students might locate or come into contact with, it desires to take all reasonable steps to protect students from accessing material and information that is obscene, pornographic or otherwise harmful to minors, as defined by the Board. Students shall take responsibility for their own use of District laptops, computers and computer systems to avoid contact with material or information that may be harmful to minors.

The Board authorizes administration to adopt procedures for computer use consistent with this policy and for reviewing and evaluating its effect on instruction and student achievement.

It is the intent of the Lafayette County School District to:

- Provide access to educational publications, articles, images, etc.
- Provide safe Internet surfing for educational materials.
- Prevent inappropriate material entering or leaving the school's network via email, Internet or other forms of electronic communications.
- Prevent unauthorized and malicious attempts to access network resources.
- Prevent unauthorized disclosure of personal information.
- Abide by rules established by the "Child Internet Protection Act" (CIPA) (Pub.L106-554) Title XVII
- Educate minors about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms
- Cyber bullying awareness and response

Access to Inappropriate Material

Lafayette County School District has Internet technology protection measures in place to prevent access to inappropriate material. These measures are in place to prevent students from visually accessing material, which may be obscene, pornographic, or harmful to minors. On a global network such as the Internet, it is not possible to control the content of all available materials. Computer security cannot be made absolutely perfect and it is likely that a determined student or other individual could make use of district technology resources for inappropriate purposes. If any inappropriate materials surface, a supervising staff member must be contacted immediately.

Inappropriate Network Usage

Students and their parents/guardians are advised that some Internet sites may contain defamatory, inaccurate, abusive, obscene, profane, sexually or racially offensive, threatening, or otherwise illegal material. LCSD does not condone the use of such materials and does not permit usage of such materials in the school environment. Internet access through Lafayette County School District network is a privilege, not a right; inappropriate network usage will result in disciplinary action. Lafayette County School District shall take actions to uphold the safety and security of all users of the network.

All persons shall use district technology resources in a responsible, efficient, ethical and legal manner. Because technology and ways of using technology are constantly evolving, every unacceptable use of said resources cannot be specifically described in policy. Therefore, some examples of unacceptable uses include, but are not limited to, the following [note: the Board has discretion to determine which uses are unacceptable]:

- Uses the Internet or network for illegal, inappropriate, threatening or obscene messages/images, pornography, “sexting”, materials protected by trade secret, etc. Illegal is defined as any violations of local, state, or federal law.
- Violates copyright, license agreements or other contracts.
- Intentionally disrupts Lafayette County School District network traffic. This includes, but is not limited to uploading, creating, or transmitting computer viruses.
- Uses the Lafayette County School District network for personal gain, fraud, political campaigning or solicitation.
- Steals or damages data and/or equipment.
- Gains or seeks to gain unauthorized access to network resources. (E.g. attempting to gain or gain administrative rights to computers or network resources, attempting to override or bypass District installed content filters).
- Uses another student or staff account to access personal data.
- Discloses personal information about students or staff.
- Deletes or renames data owned by someone else.
- Adds unauthorized external devices to any computer. (E.g. external floppy drives, hard drives, jump drives, etc.)
- Adds any unauthorized device (E.g. cell phones) or computer to the network.
- Defames, intimidates, threatens, harasses or is otherwise intended to harm, insult or humiliate another in a deliberate, repeated or hostile and unwanted manner, known as “cyber bullying” whether on campus or off campus.

Unauthorized software and devices/equipment

Users are prohibited from using or possessing any software that has been downloaded or is otherwise in the user's possession without appropriate registration and payment of any fees owed to the software owner. No persons are permitted to download any software on school-issued laptops without district approval through the appropriate process. LCSD will not support non-District devices/equipment. Personal or non-district owned equipment connected to the district network is not permitted.

Consequences for violating Lafayette County School District policy

Consequences will be decided on a case-by-case basis and are not limited to:

- Disciplinary action based on the LCSD Code of Conduct.
- Suspension or revocation of network privileges.
- Suspension or revocation of computer access.
- Legal action and prosecution by the authorities.
- Any other action deemed appropriate by school administrators.

No expectation of privacy

District computers, laptops and computer systems are owned by the District and are intended for educational purposes at all times. No person using District computer equipment, software owned, leased or controlled by the District, or websites, email or Internet access provided by the District has a reasonable expectation of privacy with respect to such equipment, software, websites, email or Internet access. The District reserves the right to monitor, inspect, copy, review and store all usage of District computers and computer systems, including all Internet and electronic communications access and transmission/receipt of materials and information at any time and without notice. All material and information accessed/received through District computers and computer systems shall remain the property of the District.

Disclaimer

Lafayette County School District will not be responsible for any damages suffered, including loss of data resulting from delays, non-deliveries, service interruptions, or inaccurate information. The user accepts personal responsibility for any information obtained while on the school network.

School Property and Equipment Usage

The Lafayette County School District may provide students with the use of Lafayette County School District property, including but not limited to equipment and computers. Students are asked to use utmost care in handling these items and are required to return property at the end of the determined usage period. In addition, students may be responsible for loss or damage of school district property.

Responsible Use Agreement

Staff and student use of district technology resources will be permitted only after submission of a signed Acceptable User Policy. Parents of students under the age of eighteen (18) must agree to and sign the Acceptable Use Policy. Signees will be legally bound by the terms and conditions of the policy.

I agree to abide by the rules stated in this Acceptable Use Policy. I understand that the use of the Internet or network is a privilege and if found in violation of any of the rules stated in this policy, I will be subject to any of the disciplinary actions previously stated. I understand that the Lafayette County School District will actively try to block or filter harmful information from being accessed over the network, but is not responsible for any inappropriate content accessed while using the network. I also understand that I am responsible and will make immediate payment to the Lafayette County School District upon written notice for loss or damage to district property.

Student Name

Date

Student Signature

Parent Signature

Date

Lafayette County School District Internet Safety Policy

Introduction

It is the policy of Lafayette County Schools to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children's Internet Protection Act.

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Lafayette County Schools online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all members of the Lafayette County Schools' staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of The Technology Director or designated representatives.

The Lafayette County Schools or designated representatives will provide age-appropriate training for students who use the Lafayette County Schools Internet facilities. The training provided will be designed to promote the Lafayette County Schools' commitment to:

- I. The standards and acceptable use of Internet services as set forth in the Lafayette County Schools' Internet Safety Policy;
- II. Student safety with regard to:
 - a. safety on the Internet;
 - b. appropriate behavior while on online, on social networking Web sites, and in chat rooms; and
 - c. cyberbullying awareness and response.
- III. Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA").

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of the District's acceptable use policies.

Lafayette County School District

Image Publishing Parental Permission Form – AY 2015-16

In order to abide by parent/guardian desires for privacy, we are requiring your consent before publishing student photographs and/or student work. This includes any form of electronic publishing or paper publishing such as in the local newspaper.

Your child and/or their work could be featured on the Lafayette County School District Web Site for the purpose of highlighting their accomplishments or work.

Teachers are discouraged from identifying students at all. If a teacher elects to publish a student's photo or work then only the student's first name may be used.

Periodically, your child may be photographed for use in brochures, television communications, or local newspapers. The image may only be used in association with the student's full name for accomplishments such as, academic awards, sports awards, etc.

I give permission to my child's photograph and/or schoolwork to be published in electronic form such as on the District Web Site. (For safety and privacy, only your child's first name may be used.)

YES NO *(Please circle your response)*

I give permission to my child's photograph and/or schoolwork to be published in paper form such as in the local newspapers. *(Your child's full name may be used.)*

YES NO *(Please circle your response)*

Student Name: _____

School: LES LUS LMS LHS *(Please circle one choice)*

Grade: _____

Parent Name *(Please Print)*

Parent Signature

Date

DATE: _____

STUDENT'S NAME: _____

We, the parents/guardians of the above named student have read and understand the policies and procedures of this handbook. Consequently, we take responsibility for those policies and procedures as well as the responsibility for the textbooks issued to my child during the current school year. If any book is lost, damaged, or destroyed, we, by this signature agree to pay such loss.

Student Signature: _____

Parents/Guardian Signature: _____

The Lafayette County School Board reserves the right to change any and all policies as deemed necessary.