

District: Holmes County Consolidated School District

Section: B - School Board Operations

Policy Code: BBABA - Duties of Board President

DUTIES OF BOARD PRESIDENT

It shall be the duty of the president to make reports and perform all other duties required by law.
37-6-9

In addition, the president as presiding officer shall:

1. call the meeting to order at the appointed time;
2. conduct the business to come before the meeting in its proper order
3. assign the floor to members who desire to speak. Once the president has recognized the right of a member to the floor, it shall be his/her duty to protect the speaker from disturbances or interferences;
4. insofar as possible, explain what the effect of a motion would be if it is not clear to every member;s/he shall make certain that members are informed as to what business is pending;
5. restrict discussion to the question before the board;
6. sign all acts or orders necessary to carry out the will of the board;
7. put motions to a vote, state definitely and clearly the vote and the result thereof;
8. appoint committees as s/he and the board find necessary;
9. be spokesperson for the board at all times except when this responsibility is specifically delegated to another; and
10. participate as a regular voting member of the board.

In case the president is absent, the remaining members of the board may select a president pro tem from among them so long as a quorum is present.

BOARD PRESIDENT REPORT

Before February 1 of each year, the president of each local school board shall submit a report to the State Board of Education containing the names of any members of the school board who missed twenty percent (20%) or more of the school board meetings during the preceding calendar year.
37-6-13

LEGAL REF.: MS CODE as cited

CROSS REF.: Policies ABB - Board Powers and Duties
BBA - Board Officers

NOTE: The role and responsibilities of the Board President are discussed in the Board President's Handbook, published by MSBA.

Last Review Date: 6/24/2022
Review History:[1/1/1900][1/1/1901]

Adopted Date: 1/30/2018
Approved/Revised Date:

District: Holmes County Consolidated School District
Section: B - School Board Operations
Policy Code: BBBF - School Board Member Reimbursement and Travel Advances

SCHOOL BOARD MEMBER REIMBURSEMENT AND TRAVEL ADVANCES

Reimbursement of travel expenses for school board members may only be made for travel that has been first duly authorized under the provisions of Mississippi Code, Section 25-3-41(2) and such authorization reflected in the official board minutes.

TRAVEL REIMBURSEMENT

Each board member shall be reimbursed for the necessary expenses and mileage in attending meetings of the school board. In addition to the foregoing, all members may be reimbursed for mileage and actual expenses incurred in the further performance of their duties, including attendance at any mandatory school board training session or at regional and national education meetings, when such mileage and other expenses are authorized by the board prior to the date on which they occur. Detailed vouchers shall be submitted for reimbursement for all expenses authorized by this section. Such reimbursement shall be in accordance with Mississippi Code Section 25-3-41.

MILEAGE REIMBURSEMENT

When a school board member is required to travel in the performance of his official duties, including to and from board meetings, conferences, seminars and board member training, and when such traveling is done by privately-owned vehicle, the mileage reimbursement rate shall be the same reimbursement rate as directed by the Mississippi Department of Finance and Administration. When two or more board members travel in one privately owned vehicle, only one expense allowance at the authorized rate per mile shall be allowed. 25-3-41

TRAVEL ADVANCES

Board members may receive advances for advance airline tickets and hotels, as long as the receipts are on file in the school district central office. Board members may receive an advance for meal when attending State or National Conferences, Seminars and approve Board Training; however, such amount shall be limited to the rate as set by the Mississippi Department of Finance and Administration and based on the days the board member is attending the conference, seminar or training times (X) the daily rate. Upon presentation of receipt, board members shall be reimbursed for the following other travel expenses: conference/seminar/training registration fees, taxi fares, rental car expense, public carrier fares (airplane, bus, train) baggage handling and hotel/airport parking charges.

PAYMENT FOR PRECEEDING YEAR

If there is a sufficient funds remaining at the end of the fiscal year, and the school board orders the payment of per diem pursuant to Section 37-6-13, then per diem may be paid for the preceding fiscal year; however, no payment may be paid for more than the one preceding fiscal year.

LEGAL REF: Op. Atty. Gen. No. 95-0867, Adams, Jan. 22, 1996

CROSS REF: Mississippi Code Section 37-6-13; 25-3-41

Adopted Date:

Approved/Revised Date:

District: Holmes County Consolidated School District

Section: B - School Board Operations

Policy Code: BCAC - Special Meetings of the Board

SPECIAL MEETINGS OF THE BOARD

Special meetings of this school board may be held upon the call of the president thereof, or upon the call of a majority of the members thereof. ' 37-6-11

In order for an item to be legally considered at a called meeting of the board, there must be prior notice that the item will be discussed at the meeting. All items to be discussed at the special or called meeting must be included in the call. Public comments, if allowed under these policies, at special meetings must be related to the call of the meeting.

- A notice of the place, date, hour and subject matter of any recess meeting, adjourned meeting, interim meeting or any called special meeting shall be posted within one (1) hour after such meeting is called in a prominent place available to examination and inspection by the general public in the building in which the school board normally meets.
- The copy of the notice shall be made a part of the minutes or other permanent official records of the school board.
- The notice of a called special meeting shall be posted to the school district's website, if the public body has a website and has the capability to update the website, not less than one (1) hour before the meeting.

A majority of the members of this school board shall constitute a quorum for the transaction of business. All action taken by this school board shall become effective at the time it is taken. 37-6-9

All meetings of this school board shall commence in open session. 25-41-7

This school board may make and enforce reasonable rules and regulations for the conduct of persons attending its meetings. 25-41-9

LEGAL REF.: MS CODE as cited

CROSS REF.: Policies BCAD Teleconference or Video Board Meeting

BCBA Time and Place of Board Meetings

BCBK Executive Sessions

Adopted Date: 1/30/2018
Approved/Revised Date:

District: Holmes County Consolidated School District

Section: C - General School Administration

Policy Code: CNA - Access to Public Records

ACCESS TO PUBLIC RECORDS

HOLMES COUNTY CONSOLIDATED SHOOOL DISTRICT

PUBLIC RECORDS ACCESS PROCEDURES

The following policies and procedures are adopted in order to comply with the requirements of the Mississippi Public Records Act of 1983 (hereinafter the Act).

RECORDS ACCESSIBLE

All public records maintained by the district, as defined by the Act, shall be made available for access and duplication, subject to the exceptions and requirements of these policies, and other state or federal laws.

REQUESTS FOR ACCESS

Requests for access to public records shall be filed in writing, on forms provided, with the Superintendent of Schools, Holmes County Consolidated School District, 313 Olive Street, Lexington, MS 39095. The request must state with sufficient specificity the nature, location, and description of the public record sought in order to enable the appropriate official(s) of the district to obtain the records for review and/or duplication. In the event that the request lacks sufficient clarity or is otherwise unduly burdensome, it will be returned to the originator for clarification or correction. All requests to inspect or duplicate public records must be filed between the hours of 9:00 a.m. and 3:00 p.m. on any working day in the superintendent's office.

Requests for inspection and/or duplication of records shall be honored at such time during the day as the documents are not being used by the appropriate officials of the district. After the records are located and made available for inspection and/or duplication, the originator of the request will be notified of a time, place and date, not later than seven (7) days from the date of the receipt of the request, to allow inspection and/or duplication.

FEES CHARGED

As allowed by statute, the district shall charge and collect fees to reimburse it for the actual costs of searching, reviewing, duplicating and mailing copies of public records. All applicable charges shall be paid to the district in advance of complying with any requests, pursuant to the following schedule:

- Photocopying: .30 cents per page, with a minimum charge of \$5.00 per search.
- Searching and Reviewing: An hourly charge of any staff time or contractual services included in actual cost shall be at the pay scale of the lowest level employee or contractor competent to respond to the request. Such fees shall be collected by the district in advance of complying with the request.
- Postage: Actual cost of postage shall be assessed for all records mailed.

Any request which will require considerable assistance of school personnel for searching and reviewing shall be subject to a minimum deposit of \$25.00. In the event that the actual cost is found to be less than \$25.00, the balance shall be refunded to the originator of the request at the appointed time for the inspection and/or duplication.

EXEMPT RECORDS

The following records are exempt from the Act and from this policy and shall not be subject to disclosure, except under other authority and under appropriate circumstances.

1. Records furnished to public bodies by third parties which contain trade secrets or confidential, commercial or financial information, as provided by the Act.
2. Records which are confidential or privileged, as provided by constitutional, statutory or case law of this state or of the United States.
3. Records which are developed among judges, judges and their aides, and juries.
4. Personnel records, including but not limited to applications for employment, test questions and answers used in employment examinations, and letters of recommendation.
5. Test questions and answers in the possession of a public body which are to be used in future academic examinations.
6. Records which represent and constitute the work product of an attorney representing the district, records which are related to litigation by or against the district, or in anticipation of prospective litigation, and communications between the district and the attorney in the course of an attorney-client relationship.
7. Records which would disclose information about a person's individual tax payment or status.
8. Records concerning the sale or purchase of property for public purposes prior to the announcement of the purchase or sale where the release of the record would have a detrimental effect on the sale and purchase.
9. All educational records of students and former students, as defined by Policy JR Student Records and by the Federal Privacy Act; such exemption shall also apply to letters of recommendation respecting admission to any educational agency or institution.

10. Records that are maintained regarding the process of detection and investigation of unlawful activity, in addition to such records as defined in Section 45-29-1 of the Mississippi Code of 1972.
11. Commercial and financial information of a proprietary nature required to be submitted to the district.
12. Certain information technology (IT) records in accordance with MS Code 25-61-11.2.
13. School safety plan documents containing preventive services listed in Section 37-3-83.

INABILITY TO PRODUCE THE RECORD BY THE SEVENTH DAY

If a public body is unable to produce a public record by the seventh working day after the request is made, the public body must provide a written explanation to the person making the request stating that the record requested will be produced and specifying with particularity why the records cannot be produced within the seven-day period. Unless there is mutual agreement of the parties, in no event shall the date for the public body's production of the requested records be any later than fourteen (14) working days from the receipt by the public body of the original request.

DENIAL OF ACCESS

In the event that the district denies a request for access to or copies of public records, the denial will be in writing and contain a statement of the specific exemption relied upon by the public body for the denial. The district will maintain a record of all denials for a period of three (3) years.

The Mississippi Public School Accountability Standard for this policy is standard 1.

LEGAL REF.: MS CODE ' 25-61-1 *et seq.*; '37-11-51 (1983)

CROSS REF.: Policies BE School Board Records

CN Administrative Records

GAR Professional Personnel Records

JR Student Records

NOTE: The "Public Records Access Report" is below under Exhibits.

Last Review Date: 12/17/2021

Review History:[1/1/1900][1/1/1901]

[School District Public Records Access Report.pdf](#)

Adopted Date: 1/30/2018

Approved/Revised Date:

District: Holmes County Consolidated School District

Section: G - Personnel

Policy Code: GABB - Staff/Student Non-fraternization

STAFF/STUDENT NON-FRATERNIZATION

Adults who have contact with children and adolescents through school activities have the responsibility not to betray or misuse their privileged position and shall never take advantage of students' vulnerability or of their confidence.

It is the policy of the Holmes County Consolidated Board of Education (The Board) to prohibit any sexual relationship, contact or sexually nuanced behavior or communication between a staff member and a student, while the student is enrolled in the school system. The prohibition extends to students of the opposite sex or the same sex as the staff member, and applies regardless of whether the student or the staff member is the initiator of the behavior and whether or not the student welcomes or reciprocates the attention.

Staff Guidelines For Non-Fraternization

Staff members are expected to use good judgment in their relationships with students both inside and outside of the school context including, but not limited to, the following guidelines:

1. Staff members shall not make derogatory comments to students regarding the school and/or staff.
2. Staff members shall not exchange gifts with students.
3. Staff-sponsored parties, at which students are in attendance, unless they are a part of the school's extracurricular program and are properly supervised, are prohibited.
4. Staff members shall not fraternize, written or verbally, with students except on matters that pertain to school-related issues.
5. Staff members shall not text students nor participate in any student blogs.
6. Staff members shall not friend students on any social media platforms.
7. Staff members shall not associate with students at any time in any situation or activity which could be considered sexually suggestive or involve the presence or use of tobacco, alcohol or drugs.
8. Staff members shall not date students. Sexual relations with students, regardless of age and/or consent, are prohibited and will result in dismissal and criminal prosecution.
9. Staff members shall not use insults or sarcasm against students as a method of forcing compliance with requirements or expectations.
10. Staff members shall maintain a reasonable standard of care for the supervision, control, and protection of students commensurate with their assigned duties and responsibilities.
11. Staff members shall not send students on personal errands.

12. Staff members shall, pursuant to law and Board policy, immediately report any suspected signs of child abuse or neglect.
13. Staff members shall not attempt to counsel, assess, diagnose or treat a student's personal problem relating to sexual behavior, substance abuse, mental or physical health and/or family relationships but instead, should refer the student to appropriate school personnel or agency for assistance, pursuant to law and Board policy.
14. Staff members shall not disclose information concerning a student, other than directory information, to any person not authorized to receive such information. This includes, but is not limited to, information concerning assessments, ability scores, grades, behavior, mental or physical health and/or family background.

Social Media

Employees, faculty and staff are solely responsible for the content and the security of their social media websites and applications and shall not give their social media website passwords to students.

Employees, faculty, and staff shall NEVER use their personal social media accounts in any way purporting to be or speaking for the Holmes County Consolidated School District.

Fraternization via the internet between employees, faculty or staff and students is prohibited and in violation of standards of the Mississippi Educator Code of Ethics. Communications with both students and parents shall be done in person, over telephone, through standard mail, and/or through email. Social media shall never be used and is not an appropriate form of communication.

Access of social media websites for individual use during school hours is prohibited.

Violation of any of this policy may result in disciplinary action.

Nothing in this policy prohibits employees, faculty, staff or students from the use of educational websites.

Annual Reminder To Staff

The Superintendent and the school principals will annually remind staff members and orient new staff members concerning the importance of maintaining proper decorum in the on-line, digital world as well as in person. Employees must conduct themselves in ways that do not distract from or disrupt the educational process. The orientation and reminders will give special emphasis to:

1. Improper fraternization with students using Facebook and similar internet sites or social networks
2. Inappropriateness of posting items with sexual content
3. Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol
4. Examples of inappropriate behavior from other districts, as behavior to avoid
5. Monitoring and penalties for improper use of district computers and technology
6. The possibility of penalties, including dismissal from employment, for failure to exercise good judgment in on-line conduct.

Last Review Date: 6/24/2022
Review History:[1/1/1900][1/1/1901]

Adopted Date: 12/17/2019
Approved/Revised Date:

District: Holmes County Consolidated School District

Section: I - Instructional Program

Policy Code: IAC - Virtual Learning Days

VIRTUAL LEARNING DAYS

In the event of unplanned/unforeseen circumstances, the Holmes County Consolidated School District (The District) may opt to utilize designated school-wide or district-wide virtual learning days throughout the year. Unforeseen circumstances include, but are not limited to, extreme weather, pandemics, illness, damage to a school, a water crisis, etc. The District may also allow individual students to utilize virtual learning on an as-needed basis in accordance with district policy. The District will ensure that all virtual learning days include the minimum 330 minutes of actual teaching as required by Mississippi law.

Teachers shall provide actual instruction to students during each virtual learning day and may not utilize asynchronous learning only. Lesson plans shall include daily synchronous/interactive instruction and dialogue and shall accurately denote synchronous or asynchronous portions as applicable. The District will ensure that students who access instruction virtually have instruction provided and access to the assigned teachers including any special services teachers/provides during the schedule time for each course of the 180 days. Virtual learners shall receive the equivalent amount of synchronous and asynchronous instruction as in-person students. All virtual learning will be held to the same standards as in-person learning.

All virtual students will be required to participate in the required statewide end-of-course assessments on campus. Virtual learning days cannot be used for the purpose of allowing students to remain off-campus to provide additional planning time, professional development opportunities, testing, to attend athletic events, or immediately before or after a holiday (unless due to an unplanned/unforeseen circumstance as stated in this policy).

Virtual learning may not be used to circumvent disciplinary practices, including but not limited to, suspension and/or expulsion. Students remanded to alternative school campuses for disciplinary offenses or for participation in high school equivalency coursework may receive virtual instruction. If virtual instruction is not possible, these students shall be presented with face-to-face instruction instead.

At all times during virtual learning, all teachers, staff, and students will comply with student privacy and other requirements set out in the Family Educational Rights and Privacy Act (FERPA).

PARTICIPATION

In order to participate in virtual learning, parents and students (if age-appropriate) shall sign a commitment that acknowledges receipt, acceptance of, and commitment to this policy pertaining to virtual learning. Students must meet the requirements below and the District reserves the right to revoke any student's virtual learning permission if he/she fails to meet any of the listed requirements. That student will be required to return to traditional, face-to-face instruction immediately. In order to participate in virtual learning, a student must:

1. Maintain good grades;
2. Comply with the District's student code of conduct and discipline policies;
3. Maintain attendance at all classes outside of any excused absences;
4. Complete assignments as given by their teachers;
5. Have access to a reliable internet connection; and
6. Abide by any other responsibilities approved by the Board or the Superintendent.

A student will be required to return to in-person learning if he/she is failing any classes. Required attendance during virtual learning remains the same as in-person classes.

If a course requires a virtual student to be on campus (ex. To give a speech or to present a project) that student will be required to be physically present on campus in order to meet that requirement.

DEVICE USAGE

Students participating in virtual learning may use either district issued devices or personal devices in order to complete their work. Only school related activities shall be performed during school hours. Any use of district issued devices shall be in conformity with policy IJBD.

A student may be subject to discipline if he/or she violates the provisions of this or any other district policy.

VIRTUAL LEARNING DAYS NOTIFICATION

The district will ensure students, parents, and staff are notified in advance of any virtual learning days so that students and staff are familiar with equipment, online platforms, and district-wide policies regarding student-issued devices.

The District will identify those individual students who do not have access to internet services and shall implement measures to ensure that all instruction is equivalent to his/her peers. Alternate plans will be used **ONLY** for those students who cannot access reliable internet.

STUDENTS WITH DISABILITIES

Every pupil of the district will have equal educational opportunities regardless of race, color, creed, sex, handicap, religion or marital status. The district will provide a free appropriate public education (FAPE) to children with a disability who need special education and, as appropriate, related services as defined under the Individuals with Disabilities Education Improvement Act of 2007 (IDEA), Mississippi statutes, and the Mississippi Department of Education policies. These services will be provided at no cost to the parent, will meet the standards of the Mississippi State

Board of Education, and will stand in conformity with a student's Individualized Education Program (IEP).

District employees will make decisions regarding virtual learning based upon what is best for each individual student. A process for conducting meetings pertaining to the evaluation and eligibility of students with disabilities along with a process for monitoring and documenting student progress and services delivered will be used by the district.

Ongoing communication will be maintained at all times with families, teachers, and related service providers.

INCLEMENT WEATHER DAYS

Districts shall provide sufficient notice (before the close of the prior school day) to staff and students for any weather-related or other unforeseen virtual days. When instances occur that make virtual learning impractical, the District shall either make up any missed days or use the days as weather days as allowed under Mississippi law and in accordance with policies AFC and EBBD.

The superintendent shall develop procedures to support this policy in accordance with Mississippi law and SBE policy 9.3 and 56.2.

LEGAL REF: MS Code 37-13-67, SBE Policy Chapter 7, Chapter 9 Rule 9.2 and 9.3, and Chapter 56 Rule 56.2

CROSS REF: AE – School Year

AF – School Day

AFC – Authority for Emergency Closings

EBBD – Emergency Closings

IDDF – Special Education Programs

IDDFAA – District Assurance For Children With Disabilities

IJBD – Responsible Use of District Issued Technology

JAA – Equal Education Opportunities

JCA – Student Code of Conduct

JD – Student Discipline

JRAB – Compliance with FERPA

Last Review Date: _____
Review History:[1/1/1900][1/1/1901]

[Virtual Learning Acceptance Form.docx](#)

Adopted Date: 12/17/2021

Approved/Revised Date:

District: Holmes County Consolidated School District
Section: I - Instructional Program
Policy Code: IDCAB - Credit Recovery Program

CREDIT RECOVERY PROGRAM

As a means of helping students get back on track toward graduation and to encourage students to remain in school, the Holmes County Consolidated School District School Board of Education shall offer a “Credit Recovery Program” which allows students within the school district to earn credit for a course that was previously failed.

“Credit Recovery” shall be defined as a course-specific, skilled based learning opportunity for students who have previously been unsuccessful in mastering content / skills required to receive course credit or earn promotion. In order to be eligible for credit recovery, a student must have:

1. Completed the entire course and received a failing grade for the course, and/or
2. Failed a SATP assessment

Credit recovery courses are to be used only for graduation requirements. Students must have had a grade of 55 or above in the course to participate in a credit recovery course and the credit recovery grade shall be factored with the original failing grade in order to determine the student’s final grade. A student who failed a course (such as English) may take the Credit Recovery Class in addition to the next level (of English) during the same school year. Credit recovery cannot be used by a student who has passed the course in order to improve the student’s assigned course grade.

A student who has passed a SATP class, but failed the SATP assessment may enroll in credit recovery for remediation only. The grade earned for the SATP class remains unchanged.

Credit recovery courses shall be delivered via computer and online. The credit recovery course must be completed in **nine weeks** with **60** percent mastery. Teachers shall be trained to facilitate the online courses and the classes shall be asynchronous (students don’t have to be online at a certain time). Certified staff shall be used to facilitate online credit recovery.

The Holmes County Consolidated School District shall allow time during the school day and after school so that students may work on course material. Students shall be allowed to log on and work on course material from home. Credit recovery programs may also be held in the summer similar to extended school.

The credit recovery program shall include an assessment of individual student’s strengths and weaknesses in regard to course content, and based on this assessment, the students shall complete instruction only on the course objectives which have not been mastered. Parents shall be counseled about providing resources and motivation for their children. Upon mastery of the objectives, the student shall receive credit for the course.

A student who selects credit recovery to earn a Carnegie unit may only earn the minimal passing grade on the district’s grading scale.

ADMISSION TO AND REMOVAL FROM THE CREDIT RECOVERY PROGRAM

Each participant shall complete an application process that requires—at a minimum—teacher recommendations, an outline of the course objectives that will be covered, mastery criteria,

timelines for completion of the program and parental consent.

Last Review Date:6/24/2022

Review History:[1/1/1900][1/1/1901]

Adopted Date: 1/30/2018

Approved/Revised Date:

District: Holmes County Consolidated School District

Section: J - Students

Policy Code: JCA - Student Conduct

STUDENT CONDUCT

The term minor when used in any statute, shall include any person, male or female, under twenty-one years of age. MS Code ' 1-3-27

All employees will be provided with an explanation of both their responsibilities and their rights under law in terms of actions they may take to maintain order, discipline, and an appropriate educational environment. Training will be provided that defines approved actions, and informs employees that they may be liable for harm when they engage in criminal, grossly negligent or reckless conduct, or act with flagrant indifference to the rights and safety of another person who suffers harm as a result. The superintendent will develop rules that prescribe the circumstances under which the district administration and/or parents/guardians are to be notified of actions taken, any written documentation of actions taken that is necessary, and other appropriate procedures including staff training.

A student code of conduct, developed under the leadership of the district administration, and in cooperation with staff, will be made available and distributed to parents and students outlining student conduct expectations and possible disciplinary actions, including consequences for disorderly conduct. In addition, each school may publish a student/parent handbook detailing additional rules specific to that school. [*All rules applying to student conduct shall be posted in a prominent place in each school building.*]

Students in violation of Board policy, administrative regulation and/or code of conduct provisions will be subject to discipline up to and including expulsion. Students may be denied participation in extracurricular activities. Titles and/or privileges available to or granted to students may also be denied and/or revoked (e.g., valedictorian, salutatorian, student body, class or club office positions, senior trip, prom, etc.). A referral to law enforcement may also be made.

SECONDARY SCHOOLS

The administration of Holmes County Consolidated School District is based on the theory that junior and senior high students are young ladies and young gentlemen and, as such, should be capable of conducting themselves in accordance with accepted standards of conduct. Every student is expected at all times to keep in mind that his conduct should not interfere with others, rather that it should be an example to others.

The primary emphasis of this school system is to provide the best quality education for the boys and girls of the district. The school system feels strongly that a basic prerequisite for any successful instructional program is that a clear understanding of the operation is based upon the policies and resulting rules. Therefore, it is imperative that policies and resulting rules be understood and followed without exception.

ELEMENTARY SCHOOLS

Helping children to develop self-discipline and to conduct themselves in an acceptable manner is a major behavioral objective of the school as well as of the home. Parents may assume that a student's behavior is satisfactory or better unless they are notified by telephone or by letter. In most cases it is believed that the call or letter will suffice -- if not, the parents may be asked to come to the school for a conference in order to affect an acceptable solution to the problem.

The school will expect and demand nothing less than good conduct on the part of students. It is believed that the above described procedure will be effective in achieving a desirable learning atmosphere and in guiding students toward assuming a greater degree of responsibility for their behavior. It should be fully understood that any student whose conduct interferes with the learning process of others will be removed from the classroom and dealt with accordingly.

GENERAL RULES OF STUDENT CONDUCT

1. Students are expected to conduct themselves in all school activities in such a manner that will promote development rather than inhibit it.
2. A teaching situation which is conducive to learning must be maintained. Therefore, any student whose actions make it impossible for the teacher to devote full attention to the class will be disciplined, including but not limited to being sent to the principal's office. The counselor and principal will review the case and try to resolve the problem. A student who has been sent from class repeatedly will be suspended from school.
3. Any student who starts a disturbance or who participates in one will be suspended from school immediately and will be able to re-enter only after satisfactory assurance has been given in writing to the principal by the student and by his parents or guardians that there will not be a recurrence of this sort of behavior.
4. Corridor courtesy requires that students walk in an orderly manner on the right side of the corridor.
5. Profanity, cheating, stealing, and gambling can never be accepted by the schools of this system. Such offenses can result in suspension or expulsion.
6. Radios and/or other sound reproducers shall be forbidden on campus unless specifically requested by the teacher in charge.
7. All schools in the District are smoke-free zones. Smoking is prohibited on property owned or used by the school, whether during school, after school or at school-related events.

Students caught smoking in unauthorized areas will be suspended.

8. A student is strictly prohibited by law from possessing a weapon, as identified in Policy JCDAE, while on school property, going to school, going from school or during school-related activities. Any student violating this rule shall be subject to immediate suspension and recommendation of expulsion by the principal, his designee or the superintendent and subject to all other penalties and requirements provided by law and District policies.
9. A student is strictly prohibited by law from possessing, using or selling any controlled substance, including drugs and alcohol as identified in Policy JCDAC, while on school property, going to school, going from school or during school-related activities. Any student violating this rule shall be subject to immediate suspension and recommendation of expulsion by the principal, his designee or the superintendent and subject to all other penalties and requirements provided by law and District policies.
10. A student who uses or is under the influence of any alcohol or drugs shall be subject to an immediate suspension for a minimum of 5 days or expulsion and subject to all other penalties and requirements provided by law and District policies.
11. A student who commits an unlawful or violent act, as defined by Policy JCBE, shall be subject to immediate suspension and recommendation of expulsion by the principal, her/his designee or the superintendent and subject to all other penalties and requirements provided by law and District policies.
12. A student who carries or otherwise has in her/his possession a firearm on campus, in violation of Policy JCBH, shall be subject to immediate suspension and recommendation of expulsion for a minimum of one calendar year by the principal, her/his designee or the superintendent and subject to all other penalties and requirements provided by law and District policies.
13. A student, upon his second suspension for a disciplinary reason, will be informed that his third such suspension may result in expulsion.
14. Student behavior that harasses or threatens other students or school personnel will not be tolerated. This district shall treat hazing, as defined in MS Code 97-3-105 and stalking, as defined in MS Code 97-3-107, as serious offenses subject to criminal prosecution.
15. Student-to-student sexual harassment will not be tolerated. Complaints of student-to-student sexual harassment will be handled in accordance with Policy JB-P, Students Complaints of Sexual Discrimination/Harassment C Title IX Procedures.
16. Any student in any school who possesses any controlled substance in violation of the Uniform Controlled Substance Law, a knife, handgun, other firearm or any other instrument considered to be dangerous and capable of causing bodily harm or who commits a violent act on educational property as defined in Section 97-37-17, Mississippi Code of 1972, shall be subject to automatic expulsion for a calendar year by the superintendent or principal of the school in which the student is enrolled; provided, however, that the superintendent is authorized to modify the period of time for such expulsion on a case by case basis. Such expulsion shall take effect immediately subject to the constitutional rights of due process, which shall include the student's right to appeal to the local school board. ' 37-11-18
17. Any student who looks through a window, hole or opening, or otherwise views by means of any instrumentality, including, but not limited to, a periscope, telescope, binoculars, drones, camera, motion-picture camera, camcorder or mobile phone, into the interior of a

bathroom, changing room, fitting room, locker room, dressing room, spa, massage room or therapy room or the interior of any other area in which the occupant has a reasonable expectation of privacy, with the intent to invade the privacy of a person or persons inside and without the consent or knowledge of every person present, for the lewd, licentious and indecent purpose of spying upon the occupant or occupants thereof, shall be Subject to immediate suspension and recommendation of expulsion by the principal, her/his designee or the superintendent subject to all other penalties provided by law and District policies.

SEXUAL MISCONDUCT PROHIBITED

If any person eighteen (18) years or older who is employed by any public school district or private school in this state is accused of fondling or having any type of sexual involvement with any child under the age of eighteen (18) years who is enrolled in such school, the principal of such school and the superintendent of such school district shall timely notify the district attorney with jurisdiction where the school is located of such accusation, the Mississippi Department of Education and the Department of Human Services, provided that such accusation is reported to the principal and to the school superintendent and that there is a reasonable basis to believe that such accusation is true.

Any superintendent, or his designee, who fails to make a report required by this section shall be subject to the penalties provided in Section 37-11-35. Any superintendent, principal, teacher or other school personnel participating in the making of a required report pursuant to this section or participating in any judicial proceeding resulting therefrom shall be presumed to be acting in good faith. Any person reporting in good faith shall be immune from any civil liability that might otherwise be incurred or imposed. ' 97-5-24

If any teacher and any pupil under eighteen (18) years of age of such teacher, not being married to each other, shall have sexual intercourse, each with the other, they shall, for every such offense, be fined in any sum, not more than five hundred dollars (\$500.00) each, and the teacher may be imprisoned not less than three (3) months nor more than six (6) months. ' 97-29-3

HARASSMENT PROHIBITED

The Holmes County Consolidated School District (The District) affirms employee protection provided under Title VII, and therefore shall not tolerate verbal or physical conduct by any employee, male or female, which harasses, disrupts, or interferes with another's work performance or which creates an intimidating, offensive, or hostile environment.

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

SPECIAL EDUCATION STUDENTS

Special education students are responsible for adhering to the same rules of conduct as nondisabled students. All special education students are entitled to a free appropriate public education, even those who have been suspended or expelled. Whenever a special education student is removed for disciplinary reasons from his/her current education setting and placed in an interim alternative setting, the setting must be one which enables the student to continue to participate in the general curriculum, to continue to receive those services and modifications described in the student's current IEP, and to receive services and modifications designed to address the student's behavior. The special education director/coordinator or designee should be contacted immediately when a special education student commits a violation of the rules of conduct which may result in the removal from the classroom by suspension or expulsion. All procedural safeguards described in the IDEA shall be followed whenever a special education student is disciplined.

As provided under '37-23-135, Educational services for children with disabilities who have been suspended or expelled from school shall be provided based on the requirements of IDEA, applicable federal regulations and state regulations.

STUDENT CONDUCT AND GRADES

Criteria used in the evaluation process to determine a student's grade must be supported by rationale. The criteria must be in writing and must include the following:

1. Course content (goals, objectives, materials, etc.) as outlined in the curriculum guides
2. Methods of evaluation grades will reflect some combination of the areas listed below:
 - a. Class work
 - b. Homework
 - c. Test scores
 - d. Participation
 - e. Skill application

f. Preparation for class

3. The effect of absence on grades
4. Procedures for making up assigned work and tests
5. Other criteria as may be approved by the superintendent and school board

This school board affirms the role of community-based organizations in responding to the needs of students whose serious behavior problems in school places them at risk of becoming juvenile and adult offenders. Appropriate activities can help to reduce student delinquency and improve academic performance. This board directs the superintendent to cooperate with neighborhood- and community-based groups that provide quality programs to students in this district through the Support Our Students (S.O.S.) Program.

The purpose of the S.O.S. Program is "to award grants to neighborhood- and community-based organizations to establish local S.O.S. programs that provide high quality after-school mentoring activities for school-aged children and provide for comprehensive, collaborative delivery of mentoring services by public and nonpublic agencies to these children."

The goals of the S.O.S. Program are to:

1. Reduce juvenile crime;
2. Recruit community positive role models;
3. Reduce the number of so-called "latchkey" children;
4. Improve student academic performance;
5. Improve student attitude and behavior; and
6. Improve coordination of existing resources.

DISCIPLINARY ACTION / THE SCHOOL SAFETY ACT OF 2001

For information related to student conduct, disciplinary action, and the School Safety Act of 2001, please refer to MS CODE '37-11-55 and policy JCB, Code of Conduct.

LEGAL REF: MS CODE as cited; '37-11-29 (1996) and '37-23-133

Mattie T Consent Decree; *Davis v. Monroe County Board of Education* (1999)

Individuals with Disabilities Education Act, 20 U.S.C. '1400 *et seq.*

1972 Education Amendments, Title VII and Title IX
(Attorney General Opinion, *Carter*, 1-9-98) (#183) (97-0817)

CROSS REF.: Policies JB Students Complaints of Sexual Discrimination/Harassment

JCB Code of Conduct

JCBE Unlawful or Violent Acts

JCBH Gun-Free Schools

JCD-2 Student Conduct -- Discipline Plan

JCDAC Drugs and Alcohol

JCDAE Weapons

JDD Suspension

JDE Expulsion

Adopted Date: 1/30/2018

Approved/Revised Date:

District: Holmes County Consolidated School District
Section: J - Students
Policy Code: JCBE - Unlawful or Violent Acts

UNLAWFUL OR VIOLENT ACTS

Any unlawful or violent act is absolutely prohibited on school property or during school-related activities.

The term firearm includes, but is not limited to, any weapon designed to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for such a weapon, or destructive device. The term destructive device means any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or device similar to any or the devices described herein.

DISCIPLINARY ACTION

A student shall be subject to automatic suspension and/or recommendation of expulsion by the superintendent or principal when there exists reasonable grounds to believe that a student has committed an unlawful or violent act on school property, during school-related activities or otherwise when the commission of the unlawful or violent act has or threatens a disruptive effect on the educational process or threatens the safety of the student or others. Such suspension pending expulsion shall take effect immediately subject to the procedures of due process stated in Policy JDE Expulsion.

Any student who possesses any controlled substance, a knife, handgun, other firearm or any other instrument considered to be dangerous and capable of causing bodily harm or who commits a violent act on school property shall be subject to automatic expulsion by the superintendent or principal of the school in which the student is enrolled. Such expulsion shall take effect immediately subject to the constitutional rights of due process, which shall include the student's right to appeal to the local school board.

REPORTING

All school employees shall report unlawful activities and violent acts in accordance with Policies JCBF and JCBF-P.

DEFINITIONS

An "unlawful activity" means any of the following:

1. Possession or use of a deadly weapon;

2. Possession, sale or use of any controlled substance;
3. Aggravated assault;
4. Simple assault upon any school employee;
5. Rape;
6. Sexual battery;
7. Murder;
8. Kidnapping;
9. Fondling, touching, handling, etc. of a child for lustful purposes.

A "violent act" is one which results in or is an attempt to cause death or physical harm of another person.

"School property" includes any school building, bus, campus, grounds, recreational area, athletic field or other property owned, used or operated by the District.

DISRUPTION TO THE EDUCATIONAL PROCESS

The superintendent and principal of a school shall have the power to suspend or expel a pupil for good cause, including misconduct in the school or on school property, as defined in Section 37-11-29, on the road to and from school, or at any school-related activity or event, in the determination of the superintendent or principal, renders that pupil'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, or for any reason for which such pupil might be suspended, dismissed, or expelled by the school board under state or federal law or any rule, regulation or policy of the local school district.

For any suspension of more than ten (10) days or expulsions, a student shall have the right to a due process hearing,

- be represented by legal counsel,
- to present evidence and
- cross-examine witnesses presented by the district.

The student and the student's parent, legal guardian or person in custody of the student may appeal suspension of more than ten (10) days and expulsions to the school board. The standard of proof in all disciplinary proceedings shall be substantial evidence. The parent or guardian of the child shall be advised of this right to a hearing by the appropriate superintendent or principal and the proper form shall be provided for requesting such a hearing. 37-9-71

NOTE: MS Code Section 97-3-19 includes in the definition of capital murder; murder which is perpetrated on educational property as defined in Section 97-37-17.

Please refer to MS Code 37-3-83 for information on how school districts may apply for grant funds under the School Violence Prevention Grant Program.

The Mississippi Public School Accountability Standard for this policy is standard 31.

LEGAL REF.: MS CODE 37-11-18; 37-11-29 (6); 43-21-605 (4); 37-9-71

Mississippi Public School Accountability Standards

CROSS REF.: Policies EBBA School Safety Plan

JCBF Reporting of Unlawful or Violent Acts

JCDAC Drugs and Alcohol

JCDAE Weapons

JDE Expulsion

Adopted Date: 1/30/2018

Approved/Revised Date:

District: Holmes County Consolidated School District

Section: J - Students

Policy Code: JCDAE - Weapons

WEAPONS

No student, employee or visitor may possess a weapon in, on or about school buildings, grounds, athletic fields or any other property used for school-related purposes, except as permitted by law. No student may possess or carry any weapon within a vehicle brought onto school property. Employees and visitors may lawfully possess or carry a firearm within a vehicle brought onto school property; however, the firearm may not be brandished, exhibited or displayed in a careless, angry or threatening manner. No employee or visitor may possess or carry any other type of weapon within a vehicle brought onto school property.

No weapons, whether real or look-alike, shall be possessed on campus or at any other school-related event and shall not be used in any school sponsored or school sanctioned ceremony. This includes, but is not limited to, the theatrical performances and band demonstrations.

A. DEFINITION OF PROHIBITED WEAPONS

Prohibited weapons include, but may not be limited to, the following:

1. Gun, rifle, pistol, other firearm
2. Dynamite cartridge, bomb, grenade, mine or other explosive
3. BB gun, air rifle, air pistol
4. Bowie knife, dirk, dagger, switchblade, pocketknife or other knife
5. Slingshot
6. Leaded cane, blackjack
7. Metallic or other artificial knuckles
8. Razors, razor blades
9. Any sharp-pointed or edged instrument (except instructional supplies, unaltered nail files and clips and tools used only to prepare food or for instruction and maintenance of school property)
10. Any look-alike instrument which has the effect or appearance of a weapon (including utensils, imitation firearms or knives, etc.)

B. PERMITTED USES

The superintendent or principal, as appropriate and in his discretion, may give prior approval for weapons to be on or about campus under the following circumstances:

1. Law enforcement officers and other government officials may carry weapons onto school grounds as permitted by law;

2. Those used within the Junior Reserve Officers Training Corps (JROTC) program in conducting training when such training is a normal element of such programs; such programs may include training in the use of pneumatic guns. Such training shall occur only at a location or locations approved by the Superintendent;
3. MHSAA sanctioned or school board approved activities (ex. Archery or Shooting Sports);
4. Visitors who lawfully possess an enhanced carry permit may enter only in those areas permitted by law;
5. Replica firearms by a ceremonial color guard; and
6. Approved safety classes. This approval must be in writing and granted prior to the weapon being brought to school.

C. PENALTIES FOR VIOLATIONS

Any student who violates this policy will be suspended and recommended for expulsion in accordance with Policy.

Any employee who violates this policy will be subject to disciplinary action in accordance with Policy.

Any visitor who violates this policy will be asked to leave school property immediately and further action, including but not limited to filing criminal charges, may be taken as necessary.

Any person violating this policy may be subject to criminal action and penalties as provided in Miss. Code Ann. 97-37-17.

D. REPORTING VIOLATIONS

Violations of this policy shall be reported to the appropriate law enforcement officials in accordance with Policies JCBF and JCBF-P.

E. NOTICE

A copy of Miss. Code Ann. 97-37-17 shall be posted in public view at each school in the district.

NOTE: Please refer to MS Code 37-3-83 for information on how school districts may apply for grant funds under the "School Violence Prevention Grant Program."

LEGAL REF.: MS CODE Section 97-37-17

CROSS REF.: Policies JCBE - Unlawful or Violent Acts

JCDA - School Searches

Last Review Date: 10/28/2021

Review History:[1/1/1900][1/1/1901]

Adopted Date: 1/30/2018
Approved/Revised Date:

District: Holmes County Consolidated School District

Section: J - Students

Policy Code: JDE - Expulsion

EXPULSION

A student may be expelled for committing any of the offenses identified as expellable offenses in the discipline plan.

DEFINITIONS

1. "Expulsion" is the denial of school attendance for a specified minimum period of time or for an unspecified period of time, but in no event less than one calendar year, after which time a student may be readmitted only upon application and with approval by the board in accordance with Policy JDG.
2. "Limited expulsion" is the denial of school attendance for the remainder of the school year. A principal may recommend a limited expulsion when a student who has been suspended 3 times during the same school year commits a fourth offense or in circumstances otherwise proper for such action. The student may be readmitted the following school year only upon application and with approval by the board in accordance with Policy JDG.

AUTHORITY TO EXPEL

As provided by statute, this superintendent has the power, authority and duty to delegate student disciplinary matters to appropriate school personnel. 37-9-14 (r)

The superintendent and principal of a school shall have the power to suspend or expel a pupil for good cause, including misconduct in the school or on school property, as defined in Section 37-11-29, on the road to and from school, or at any school-related activity or event, or for conduct occurring on property other than school property or other than at a school-related activity or event when such conduct by a pupil, in the determination of the superintendent or principal, renders that pupil'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, or for any reason for which such pupil might be suspended, dismissed, or expelled by the school board under state or federal law or any rule, regulation or policy of the local school district.

For any suspension of more than ten (10) days or expulsions, a student shall have the right to a due process hearing, be represented by legal counsel, to present evidence and cross-examine witnesses presented by the district. The student and the student's parent, legal guardian or person in custody of the student may appeal suspension of more than ten (10) days and expulsions to the school board. The standard of proof in all disciplinary proceedings shall be substantial evidence.

The parent or guardian of the child shall be advised of this right to a hearing by the appropriate superintendent or principal and the proper form shall be provided for requesting such a hearing. 37-9-71

As provided by statute, this school board has the power, authority and duty:

1. To suspend or to expel a pupil or to change the placement of a pupil to the school district's alternative school or home-bound program for misconduct in the school or on school property, as defined in Section 37-11-29, on the road to and from school, or at any school-related activity or event, or for conduct occurring on property other than school property or other than at a school-related activity or event when such conduct by a pupil, in the determination of the school superintendent or principal, renders that pupil'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, and to delegate such authority to the appropriate officials of the school district. 37-7-301 (e)
2. To support, within reasonable limits, the superintendent, principal and teachers where necessary for the proper discipline of the school. 37-7-301 (g)

The board shall review and make a final decision on all recommendations of expulsion made by the superintendent or a principal.

NOTICE

The student handbooks shall include specific grounds for disciplinary action and procedures to be followed for acts requiring discipline. Students and legal guardians shall be required to provide the school with a written statement verifying that they have received notice of the discipline plan in accordance with Policy JDA.

DUE PROCESS

All expulsions shall be handled in accordance with the procedures in the student handbook

SPECIAL EDUCATION STUDENTS

As provided under 37-23- 135, Educational services for children with disabilities who have been suspended or expelled from school shall be provided based on the requirements of IDEA, applicable federal regulations and state regulations.

REPORTS

When a student is expelled, the parent, legal guardians or custodians must be notified immediately on a form provided by the superintendent for such purpose. When a student is expelled for the commission of a crime or other unlawful activity or violent act, the reporting requirements of

Policies JCBF and JCBF-P are applicable.

The superintendent or his designee shall report all expulsions to the school attendance officer when they occur.

READMISSION

Any student who has been expelled, for whatever reason, must apply to the board for readmission to the regular school program in accordance with Policy JDG.

LEGAL REF.: MS CODE as cited; 37-11-18; 37-11-29; 37-9-71; 37-13-91 (6)

37-23-135; *Goss v. Lopez*, 419 U.S. 565 (1975)

Attorney General Opinion, *Carter*, 1-9-98 (#183) (97-0817)

CROSS REF.: Policies JCAA Due Process

JDA Discipline Plan

Adopted Date: 1/30/2018

Approved/Revised Date:

District: Holmes County Consolidated School District

Section: J - Students

Policy Code: JEB - Student Tracking Safety Devices

STUDENT TRACKING SAFETY DEVICES

In order to protect the privacy of all students and to comply with the Federal Education Right to Privacy Act (FERPA), only student-safety tracking devices without the capability to transmit and/or record audio and video will be allowed on school campus, on Holmes County Consolidated School District (The District) provided transportation, and at school events. The District prohibits unauthorized audio or visual recordings or transmission of audio or images of other students.

A parent/guardian shall obtain approval from the building principal before operating a student-tracking safety device on any school property.

Approval shall be in the form of an approved user agreement that:

1. Documents a need for the use of a student-tracking safety device;
2. Provides the product information for the device (make, model, serial number, etc.) to verify device capabilities; and
3. Acknowledges the parent/guardian is responsible for maintenance, proper use, and any cost associated with the device.

The District is not responsible for damage, loss, theft, or any cost associated with the tracking device.

The District reserves the right to deny any request for the use of a student-safety tracking device that does not meet the requirements of the District. The District reserves the right to require proof of compliance with this policy by the parent/guardian within a reasonable amount of time after such request is made by the District in writing. The District reserves the right to rescind approval of the use of the student-tracking safety device for any violations.

LEGAL REF: 20 U.S.C. § 1232g, *et seq.*; 34 C.F.R. Part 99

Last Review Date: _____
Review History:[1/1/1900][1/1/1901]

Adopted Date:

Approved/Revised Date:

District: Holmes County Consolidated School District
Section: J - Students
Policy Code: JGCDA-P - Management of Narcan (Naloxone) Administration in the School Setting

MANAGEMENT OF NARCAN (NALOXONE)

In accordance with state law, it is the policy of the Holmes County Consolidated School District (The District) to seek to provide assistance to any person(s) who may be suffering from an opioid overdose on school property. Upon securing a standing medical order from a licensed practitioner to do so, the District may obtain, maintain and administer doses of an opioid antagonist (Narcan) with the intent to prevent opiate related overdose deaths in schools or any school sponsored event.

Under such program, Narcan Nasal Spray will be available at all high schools, all middle schools and the alternative school of the Holmes County Consolidated School District. All school nurses and school resource officers will be trained on the administration of Narcan. Unless otherwise proscribed by state law, school nurses may serve as trainers.

Narcan administration training for school nurses and school resource officers will be yearly. It is recommended that school nurses and school resource officers are also trained or certified in cardiopulmonary resuscitation, automated external defibrillator, and first aid.

Narcan shall be stored safely in compliance with the drug manufacturer's instructions. Narcan shall be readily accessible to school nurses and school resource officers who have completed the required training to administer in the event of suspected drug overdose. All staff shall be made aware of the Narcan storage location.

Parents/guardians and Emergency Medical Services (911) must be called upon whenever Narcan is administered and in all suspected overdose situations.

Any person acting in good faith and with reasonable care to another person whom he/she believes to be experiencing an opioid-related overdose may administer an opioid antagonist (Narcan) and shall be immune from any civil or criminal liability or professional licensing sanctions.

Nothing in this policy is intended to regulate, restrict or otherwise deter a law enforcement officer, emergency medical technician, firefighter, licensed medical professional or other authorized individual from administering his/her own supply of Narcan or other opioid antagonist when responding in good faith to a suspected drug overdose occurring on school property.

LEGAL REF: Miss. Code Ann. 41-29-319, 321

Adopted Date:

Approved/Revised Date: