



Louise Winters, President District B
Earsie Simpson, Vice-President District C
Rev. Anthony Anderson, Secretary District A
Elder William Dean, Jr., Member District D
Rayford Horton, Member District E

Dr. Debra Powell, Superintendent

July 26, 2021

For Immediate Release

RE: MDE April 27, 2021 – July 23, 2021

On July 26, 2021 MDE released its audit findings from April 27, 2021 – July 23, 2021. The audit unveiled some findings that need to be addressed. The Holmes County Consolidated School Board understood a change in leadership was needed. On May 17, 2021 the HCCSD Board appointed Dr. Debra Powell to serve as Superintendent. The leadership and some employees that were responsible for the current audit findings are no longer employed with HCCSD.

In two short months, Dr. Powell has restructured the District at the Central Office and school level. Dr. Powell appointed Dr. Shimelle Mayers as the Assistant Superintendent. Dr. Mayers is very strong in curriculum development, leadership and human resources. Along with Dr. Powell, she has led the team in creating accountability processes that will yield positive results for the students and stakeholders of Holmes County. Dr. Nonya Thrasher has been appointed as the new Director of Exceptional Services and has been the lead on three MDE SPED audits in other districts. Dr. Jason Sargent serves as the Director of Testing, Enrollment, and Accountability, bringing over 17 years of educational leadership experience. He has taken the leadership role of revising district policies. Ms. Karmeen Childress was appointed as the new Director of Technology. The district had previously outsourced its entire technology department costing upwards of a quarter of a million dollars. Ms. Childress has taken the lead to find software that will address some of the functional needs for district accountability. Dr. Furlinda Travis has been appointed as the Director of Federal Programs and has served in this capacity in another local school district. She is very familiar with coding and spending guidelines for federal funding. Dr. Shem Whigham has been appointed as Coordinator of Science and Math. She has a track record of improving student learning. Dr. LaShonda Catchings is serving as the Coordinator of Language Arts and Social Studies. Dr. Catchings has been successful at moving a school from an “F” to a “C” at various schools. She also has experience in higher education and at the state level in curriculum. Ms. Bernita Washington who has 12 years of experience as a Business Manager and Director of Federal Programs has been hired as the Accounting Supervisor. Ms. Kiesha Boddy has been hired as Accounts Payable Clerk and brings years of experience in this capacity.

Changes were also made on the school level. In the first 3 days of her tenure, Dr. Powell conducted a data analysis of each school and each principal’s track record for improving student achievement. She made major changes because she saw the need to match the strengths of these administrators with the needs of the students.





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Also, in the brief two months of their tenure, the HCCSD leadership team conducted its own internal audit of the 32 Process Standards (Please see attachment).

Dr. Powell credits her team's success to a school board that is supportive of change. It is the Board's desire to make Holmes County Consolidated School District one of the best in the country. We believe we now have the team of experts to make it a reality.





Dr. Debra Powell
Superintendent of Education

Holmes County Consolidated School District SY 2021-2022 Accountability Process Standards Internal Audit Findings

Process Standard	Action Items
<p>1. The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board’s responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the district’s accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5. Miss. Code Ann. §§ 25-41-1 et al.; § 25-61- 1 through 17; § 37-3-4(5); §§ 37-6-7, 9, 11, and 15; §37-7-306(1-4); §§ 37-9-1 through 75; §§ 37-9-101 through 113; §37-7-301(p)(w); § 37-6-3(3-4); § 37-9-7, 13, 14; § 37-61-9; § 37-151-5(h); and Federal Civil Rights Act of 1964.</p> <p>1.1 The school board assigns all executive and administrative duties to the superintendent, who is properly licensed and chosen in the manner prescribed by law. Miss. Code Ann. § 37-6- 3(3-4); § 37- 9-7, 13, 14; § 37-61-9; and § 37-151-5(h).</p> <p>1.2 School board policies that comply with state and federal statutes, rules, and regulations serve as the basis of operation for the district, and current copies (print or electronic) of school board policies are published and available for public review. Miss. Code Ann. § 25-41-7; §§ 25-61-1 through 17; §§ 37- 9-1 through 75; §§ 37-9-101 through 113; § 37-7-301(p)(w); and Federal Civil Rights Act of 1964.</p> <p>1.3 School board members complete required basic and continuing education programs in order to effectively</p>	<p>1.1 School Board appointed new Superintendent June 1, 2021</p> <p>1.2 Board Retreat July 18-July 19, 2021 to review and revise board policies Promotion/Retention Policy (IHE) Grading Policy (IHA, IHAD) Graduation Requirements Policy</p> <p>1.2 Monthly review cycle of policies. Monthly Principal meetings to inform Leadership of policy changes.</p> <p>1.2 All staff will receive updates of approved and revised board policies-ongoing</p> <p>1.3 Attended conferences and events with MS School Board Association (ongoing)</p>



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<p>perform their duties in the manner prescribed by law. Miss. Code Ann. §§ 25-41-1 et. al; §§ 25-61-1 through 17; § 37-3-4(5); § 37-6-7, 9, 11, and 15; and § 37-7-306(1-4).</p>	
<p>2. All district professional positions requiring licensed staff are filled by staff that are properly licensed and endorsed as required by state law and federal requirements of the Elementary and Secondary Education Act (ESEA). Miss. Code Ann. § 37-9-7 7, Miss. Admin. Code 7-3: 80.1 and 80.2. State Board Policy Chapter 80, Rules 80.1 and 80.2, and ESEA, and Federal Code.</p> <p>2.1 The school district employs an appropriately licensed full-time principal at each school. The principal may not have any other job duties assigned in areas that require aspecific work area code unless a waiver is granted by the Commission on School Accreditation. This standard does not apply to assistant principals. Miss. Code Ann. § 37-9-7, § 37-9-15, and § 37-151-5(g).</p> <p>2.2 With the exception of academic core subjects, the professional staff in each school is comprised of no more than 5% of Full Time Equivalent (FTE) units working outside the area or areas of endorsement. Assistant principals and administrative interns who are not properly endorsed may be included in the 5% FTE working outside their area of endorsement, provided they do not act in the place of the principal. An appropriate license is required for superintendents, principals, librarians, and guidance counselors.</p> <p>2.3 The school district employs in each school a licensed librarian or media specialist who devotes no more than one-fourth (1/4) of the workday to library/media administrative activities. Miss. Code Ann. § 37- 17-6(3) (a-e).</p> <p>2.3.1 If the student enrollment is 499 or less, a half-time licensed librarian or media specialist is required.</p>	<p>2.1. All Principals are properly licensed and are currently full time.</p> <p>2.2. FTE outside of area include Librarians</p> <p>2.3. Current Vacancy listed to employ a licensed librarian for WSM and GPE Currently analyzing the Personnel Inventory & projected enrollment</p> <p>2.4. Incorporate Counseling Services Advisory Council Require each school to explain how the counseling program is organized Deadline Aug. 13, 2021.</p> <p>2.5. Restructured the Business Office. Hired new Financial Accountant (previously served as a Business Manager, works in tandem with the district Financial Conservator)</p>



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<p>2.3.2 If the student enrollment is 500 or more, a full-time licensed librarian or media specialist is required.</p> <p>2.4 Student support services (appraisal, academic, and/or personal advisement, and educational and/or career planning and referral) are provided in each school by qualified student support personnel. Student support personnel may only provide those services and activities in the area(s) that each individual is specifically qualified to provide and will use only job titles that reflect same. Miss. Code Ann. § 37-9-79. 19</p> <p>2.5 The school district employs a school business officer/administrator whose qualifications meet the criteria established by the Mississippi Department of Education and whose primary job responsibilities are conducting, supervising, and/or directing the financial affairs and operations of the school district. (Miss. Admin. Code 7-3: 71.1 and 71.2, State Board Policy Chapter 71, Rules 71.1 and 71.2.</p>	
<p>3. The school district implements an annual, formal personnel appraisal system for licensed staff that includes assessment of employee on-the-job performance. Miss. Code Ann. § 37-3-46(b)</p> <p>3.1 Superintendent Evaluation using the assessment benchmarks established by the Mississippi School Boards Association (MSBA) and consistent with assessment components defined in Miss. Code Ann. § 37-7-301.</p> <p>3.2 Principal and Assistant Principal Effectiveness using the Professional Growth System (PGS) for Administrators.</p> <p>3.3 Teacher Effectiveness using the Professional Growth System (PGS) for Teachers.</p> <p>3.4 Counselor Effectiveness using the Professional Growth System (PGS) for Counselors.</p>	<p>3.2 Principals are required to have Evidence Binders labeled according to the PGS for Admin. Fidelity Checks (ongoing) Principal’s Institute July 7-9, 2021 WDJE</p> <p>3.3. Aug 2-4 Train Teachers& Counselors on PGS (ongoing)</p> <p>3.3. Ensure 80% or more of the school’s counselors time to direct and indirect services with students.</p>



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<p>3.5 Annual employee performance data shall be submitted to the MDE following the guidelines in the MDE Educator and Administrator Professional Growth System Guidelines. Districts shall adhere to revision dates as determined by the MDE and implement only the current version.</p> <p>3.6 Administrators who rate school-level administrators, counselors, librarians, and teachers, and teacher-observers shall complete an MDE-approved Professional GrowthSystem (PGS) training.</p> <p>3.7 Other, non-licensed, district staff evaluations as determined by local school boardpolicy.</p>	<p>3.5 Reported Admin. Evals. to Sharefile June 30, 2021</p> <p>3.6 Ensure Admin. complete an MDE approved (PGS) training. Review monthly at District Leadership Meetings.</p>
<p>4. The local school board obtains an annual financial audit of the school district, as conducted under the guidelines of the Office of the State Auditor, no later than nine months after the end of the district’s fiscal year. Miss. Code Ann. § 7-7-211(e) (Miss. Admin. Code 7- 3: 10.1, State Board Policy Chapter 10, Rule 10.1. 2 C.F.R. Part 200.</p> <p>4.1 The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates a fixed asset system of accountability that provides verification of fixed assets and fixed assets records. Miss. Code Ann. § 37-17-6(18).</p> <p>4.2 The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates no less than a zero fund balance (as defined by generally accepted accounting principles) for all funds of the school district. Miss. Code Ann. § 37-61-19.</p> <p>4.3 The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the process for distributing Educational Enhancement Fund procurement cards to all eligible teachers.</p>	<ul style="list-style-type: none"> ▪ Re-structured Business Office -July 8, 2021 ▪ District-wide Internal and External Audit currently underway



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<p>Miss. Code Ann. § 37-61-33(3)(iii), Miss. Admin. Code 7-3: 32.1, State Board Policy Chapter 32, Rule 32.1.</p> <p>4.4 The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates an unqualified opinion (as defined by generally accepted auditing standards) on the financial statements of the school district. Miss. Code Ann. § 37-9-18(2) and § 37-61-29.</p> <p>4.5 The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the local school board has received, reviewed and discussed, as reflected in official minutes of the regularly scheduled monthly meeting, the financial reports required by state law and/or the State Board of Education. Miss. Code Ann. § 37-9-18(1), § 37-37- 7(2)(e), § 37-37-13, Miss. Admin. Code 7-3: 71.3, State Board Policy Chapter 71, Rules 71.3.</p> <p>4.6 The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the accuracy and timely compilation and reporting of all financial data, including the year-end data provided through the Financial Exchange Transfer System (FETS), required for submission to the MS Department of Education by the fifteenth day of October, each year, in accordance with state law and/or the State Board of Education. Miss. Code Ann. § 37-37- 7(2)(e), § 37-61-21(2), and § 37-37-13. 20</p> <p>4.7 The most recent annual financial data of the school district, as submitted to the MS Department of Education, verifies a 7% fund balance of the district maintenance fund. Miss. Code Ann. § 37-61-8.</p>	<ul style="list-style-type: none"> ▪ Re-structured Business Office -July 8, 2021 ▪ District-wide Internal and External Audit currently underway
<p>5. The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the following:</p>	



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<p>5.1 The local school board submits the annual budget to the levying authority and the prescribed budgetary information to the MS Department of Education by the fifteenth day of August, each year, in accordance with state law and/or the State Board of Education. Miss. Code Ann. § 37-61-9(1) through (3).</p> <p>5.2 The local school board budgets and expends funds under the Public-School Health Insurance Plan as required by state law and State Board policy. Failure to remit premiums, interest penalties, and/or late charges in a timely manner may result in withholding a school district’s adequate education program funds Miss. Code Ann. § 37-151-95, Miss. Admin. Code 7-3: 48.4, State Board Policy Chapter 48, Rule 48.4.</p>	<ul style="list-style-type: none"> ▪ Re-structured Business Office -July 8, 2021 ▪ District-wide Internal and External Audit currently underway
<p>6. The school district complies with state law and State Board of Education policy on enrollment requirements.</p> <p>6.1 Residency requirements. Miss. Code Ann. § 37-15-29, Miss. Admin. Code 7-3: 68.1, State Board Policy Chapter 68, Rule 68.1</p> <p>6.2 Immunization requirements. Miss. Code Ann. § 37-7-301(i), § 37-15-1, and § 41-23-37</p> <p>6.3 Age of entry requirements. Miss. Code Ann. §37-15-9</p>	<p>6.1 Revised Enrollment Procedures. Implemented a process to verify residency requirements.</p> <p>6.1 Provided training video on the website.</p> <ul style="list-style-type: none"> ▪ 121/122 Compliance Binder to include a copy of all 121/122 forms
<p>7. Any transfer student from a school or program (correspondence, tutorial, or home study) not accredited regionally or by a state board of education [or its designee(s)] is given either a standardized achievement test(s) or teacher-made special subject test(s) to determine the appropriate classification of the student within thirty (30) days after filing for transfer. Notice of the administering of such test(s) shall be given to the applicant not less than five (5) days prior to the date of the administration of such test.</p>	<ul style="list-style-type: none"> ▪ Policy updates: JBAB, JBC, JBCD.



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<p>Miss. Code Ann. § 37- 15-33, Miss. Admin. Code 7-3: 36.2, 36.4, State Board Policy Chapter 36, Rules 36.2-36.4.</p>	
<p>8. Permanent records and cumulative folders for individual students contain all required data and are collected, maintained, and disseminated in compliance with state law, the Family Educational Rights and Privacy Act of 1974, and the Confidentiality Section of the Individuals with Disabilities Act, 1997 Amendments. See Appendix E and the current edition of the Mississippi Cumulative Folders and Permanent Records Manual of Directions. Miss. Code Ann. §§ 37-15-1 through 3; § 37-15-6; § 37-15-10.</p> <p><i>Note: Technical Support will be provided to reinforce fundamental record maintenance.</i></p>	<ul style="list-style-type: none"> ▪ Record Transfer Process 7/18/21 Middle to High School ▪ 7/27/21 Elementary to Middle ▪ Annual Records Training ▪ Verification of Student Data on Cumulative and Permanent Records
<p>9. The school district engages in planning to review the educational status of each school in the district and to address specific actions relative to accreditation and performance separately. Miss. Code Ann. § 37-3- 49(2)(e).</p>	<ul style="list-style-type: none"> ▪ Review the current status of each school ▪ Address actions relative to accreditation SW Plan; Academic Recovery



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10. The school district implements procedures for monitoring and reporting student absences as specified in the Mississippi Compulsory Attendance Law. Miss. Code Ann. § 37-13-91, Miss. Admin. Code 7-3: 30.1 and 30.2, State Board Policy Chapter 30, Rules 30.1 and 30.2.

10.1 The most recent annual audit report of the school district, as conducted under the guidelines of the State Auditor’s Office, verifies the accuracy, validity, and timely reporting of all student data submitted to the MDE, including, but not limited to, the electronic transmission of student enrollment, attendance, transportation, absenteeism, graduation, dropouts, and any other student data and administrative functions as deemed necessary. Miss. Code Ann. § 37-37-7(2)(b)(c)(d) and § 37-37-13.

- 10.1 Board approved 3 positions for attendance officers
- 10.1 EWS team at all schools
- 10.1 Annual District Attendance Training
- 10.1 Monthly Technical Support to reinforce and monitor standard practices.



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<p>11. The school district shall develop and implement a program designed to keep students in school and to lower student dropout rates. Miss. Code Ann. § 37-13-80, Miss. Admin. Code 7-3: 30.5, State Board Policy Chapter 30, Rule 30.5.</p>	<ul style="list-style-type: none"> ▪ Dropout Prevention Plan SY 21-22 Revisions ▪ Plan is scheduled to be submitted August 12, 2021 Board Meeting ▪ Plan will be reviewed with ALL Principals ▪ Principals will review plan with teachers ▪ Monitoring will be developed to document compliance
<p>12. There is an organized system to encourage community involvement, parental communication, and business partnerships in school district decision-making. Miss. Code Ann. § 37-7-337 (Districts Meeting the Highest Levels of Performance are exempted.)</p> <p>12.1 A school district that has been designated as Failing (F) as defined by the State Board of Education shall establish a community-based pre-kindergarten through higher education (P-16) council. Miss. Code Ann. § 37-18-5(4)</p> <p>12.2 A district and/or a school designated as a D or F shall establish a community-based pre-kindergarten through higher education (P-16) council.</p>	<ul style="list-style-type: none"> ▪ Conduct Parent Academy (P.A.C.T.) Parents and Children Together ▪ P-16 Council developed SY 2021-2022 ▪ Zone Parent Liaisons (2) ▪ Head Start MOU



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13. The academic year provides a minimum of 180 teaching days in which both teachers and pupils are in regular attendance for scheduled classroom instruction. Any request for an exception to this standard must be submitted in writing to the Commission on School Accreditation for review and action. If the Governor has declared a disaster emergency or the President of the United States has declared an emergency or major disaster to exist in this state, the local school board may request approval from the State Board of Education to operate the schools in its district for less than one hundred eighty (180) days. Miss. Code Ann. § 37-151- 7(3)(c), Miss. Code Ann. § 37- 3- 49, §§ 37-13-61 through 69, § 37-151-5(j), and § 37-151-7(3)(c).

13.0 Board Approve
Academic Calendar
(provides minimum
of 180 teaching
days).



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<p>13.1 The teaching day must provide at least 330 minutes of instruction per day. Miss. Code Ann. 37-13- 67</p> <p>13.2 The school district must ensure that during the academic school year a minimum of 140 hours of instruction is provided for each Carnegie unit of credit offered and 70 hours for each one-half (½) unit offered, except for remedial instructional programs, dual enrollment/dual credit, correspondence courses, MS Virtual Public-School courses, and innovative programs authorized by the State Board of Education.</p> <p>13.3 No more than two (2) of the 180 days may be 60% days. Both teachers and pupils must be in attendance for not less than 60% of the normal school day. Miss. Code Ann. § 37-151-5(j)</p> <p>13.4 The school district schedules preparation for graduation ceremonies in such manner that graduating seniors are absent from classes for no more than three (3) days prior to the end of the school year. (Districts Meeting the Highest Levels of Performance are exempted.)</p> <p>13.5 The summer school/extended year program [not Extended School Year (ESY) provided through special education programs] meets all applicable requirements of the regular school program. Miss. Code Ann. § 37-3-49</p> <p>13.5.1 Students from other schools enrolled in summer programs provide written approval from the principal of their home schools.</p> <p>13.5.2 Students enrolled in an extended year program complete all remaining course/subject requirements/objectives before credit for the course/subject is issued. Miss. Code Ann. § 37-3-49</p>	<p>13.1 Verify 330 minutes Check Master Scheduled (download from SAMS</p> <p>13.2 In order to ensure compliance with process 13.2 and 13.4, graduation practice and exercises will not take place prior to the last day of school.</p> <p>13.2 Ensure all high school schedules currently contain the minimum number hours of instruction for students to earn Carnegie unit credit.</p> <p>13.5 Incorporate Summer Recovery (ESY) Ensure ESY meets all applicable requirements of the regular program. Review seat time. Award appropriate credits.</p> <p>13.5 Uploaded ESY in MSIS for SY 2020-2021</p>
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<p>13.5.3 Students enrolled in a summer program are limited to earning one (1) Carnegie unit of credit during a traditional summer school session, which does not apply to extended year programs and approved virtual courses. (Districts Meeting the Highest Levels of Performance may be exempted under Miss. Code Ann. § 37-17-11</p>	
<p>14. The school district requires each student, in order to receive a high school diploma, to have met the requirements established by its local board of education and by the State Board of Education. Miss. Code Ann. § 37-16-7, Miss. Admin. Code 7-3: 36.2-36.4, State Board Policy Chapter 36, Rules 36.2 through 36.4.</p> <p>14.1 Each student receiving a standard high school diploma has earned the minimum number of Carnegie units as specified in Appendix A. (See Appendix A) (Miss. Admin. Code 7- 3: 28.2 and 28.3, State Board Policy Chapter 28, Rules 28.2 and 28.3.) Students receiving a standard diploma shall select from graduation pathways as specified by the local school district’s graduation requirements, which must include the diploma endorsement options outlined in Process Standards 14.1.8, 14.1.9, and 14.1.10. Diploma endorsement options shall be required of all school districts effective with the incoming ninth graders of 2019-2020. Prior cohorts of students shall be eligible to earn endorsement(s) if all applicable requirements are met.</p> <p>14.1.1 Entering ninth graders in 2005-2006 and ending with incoming ninth graders of 2017-18 are required to have a minimum of 21 Carnegie units as specified in Appendix A-1.</p> <p>14.1.2 Entering ninth graders in 2008-2009 and ending with incoming ninth graders of 2017-2018 are required to have a minimum of 24 Carnegie units as specified in Appendix A-2, unless, in accordance with school board policy, their parent/guardian requests to opt the student out of Appendix A-2 requirements.</p>	<ul style="list-style-type: none"> ▪ Review and verify course and Carnegie unit requirements for incoming 9th grade students and 10th-12th graders. ▪ Review and cross reference, and verify assessment requirements for each high school student ▪ Staff review course selection sheets and cross reference them with the approved course for Secondary Schools of Mississippi ▪ All schools use the district-releases course selection sheets to ensure appropriate coursework for each grade



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<p>This student would be required to complete the graduation requirements specified in Appendix A-1.</p> <p>14.1.3 Entering eleventh graders in 2010-2011 and ending with incoming ninth graders of school year 2016-2017 who chose the Career Pathway Option are required to earn the minimum graduation requirements specified in Appendix A-3. Miss. Code Ann. § 37-16-7</p> <p>14.1.4 Beginning in school year 2018-2019, all seventh-grade students are required to have an Individual Success Plan (ISP) prior to exiting the seventh grade.</p> <p>14.1.5 Innovative Programs</p> <p>14.1.6 Early Exit Diploma shall end with incoming 9th graders of school year 2017-2018.</p> <p>14.1.7 Entering ninth graders in 2018-2019 and thereafter, are required to have a minimum of 24 Carnegie units as specified in Appendix A-6.</p> <p>14.1.8 Entering ninth graders in 2018-2019 and thereafter, are required to have a minimum of 26 Carnegie units and meet additional requirements as specified in Appendix A-7 to earn a Traditional Diploma with a Career and Technical Endorsement.</p> <p>14.1.9 Entering ninth graders in 2018-2019 and thereafter, are required to have a minimum of 26 Carnegie units and meet additional requirements as specified in Appendix A-8 to earn a Traditional Diploma with an Academic Endorsement.</p>	<ul style="list-style-type: none"> ▪ Hired an additional experience High School Counselor ▪ Seniors who lack sufficient credits to graduate will not be approved for early release but will be scheduled to ensure access to classes required for graduation. ▪ Ensure all students have an individualized Career and Academic Plan (iCAP) ▪ Prior to exiting Grade 8 ensure all students complete an Individual Success Plan (ISP) ▪ Review students schedule for accuracy ▪ Ensure counselors are implementing responsibilities as outlined in the District’s Dropout Prevention Plan, as well as the Early Warning System
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14.1.10 Entering ninth graders in 2018-2019 and thereafter, are required to have a minimum of 28 Carnegie units and meet additional requirements as specified in Appendix A-9 to earn a Traditional Diploma with a Distinguished Academic Endorsement.

14.1.11 Entering ninth graders with a significant cognitive disability in 2018-2019 and thereafter, are required to have a minimum of 24 Credits as described in Appendix A-10 to earn an Alternate Diploma.

14.2 Each student receiving a standard diploma has met assessment requirements on each of the required high school end-of-course subject area tests or assessments or met one (1) of the option in lieu of passing the test (or assessment) as outlined in Appendix A-5. Miss. Code Ann. § 37-16-7, Miss. Admin. Code 7-3: 36.3, and 36.4, State Board Policy Chapter 36, Rules 36.3, and 36.4. See Appendix A-5.

14.3 Beginning with incoming ninth graders of 2018-2019 each student who has completed the secondary curriculum for special education may be issued a certificate of completion, which states: "This student has successfully completed an Individualized Education Program." Miss. Code Ann. § 37-16- 11(1). See Appendix A-11. 23

14.4 Ending with the incoming ninth grade class of 2016-2017, each student with disabilities receiving a Mississippi Occupational Diploma has successfully completed all minimum requirements established by the State Board of Education. Miss. Code Ann. §37-16-11(2). See Appendix G.

14.5 The student who fails to meet the graduation requirements is not permitted to participate in the graduation exercises.

- Senior cumulative check three times per year prior to graduation (October, December, and March)



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<p><i>Note: Students enrolled in grades 7 – 12 may be awarded a Carnegie unit credit provided the course content is a Carnegie unit bearing course in the current edition of the Approved Courses for the Secondary Schools of Mississippi Manual.</i></p>	
<p>15. The school district implements a professional development program aligned with the Learning Forward Standards for Professional Learning. (Districts Meeting the Highest Levels of Performance are exempted.) Miss. Code Ann. § 37-17-8, 7 Miss. Admin. Code 7-3: 44.1, State Board Policy Chapter 44, Rule, Ch. 44, R. 44.1.</p>	<ul style="list-style-type: none"> ▪ Submit District Professional Development Plan August 14, 2021 ▪ Professional Development Calendar ▪ Frontline Agendas, Sign-in Sheets, Evaluations ▪ Learning-forward standards added to address PD ▪ Analyze Needs Assessments ▪ Create PD centered around Needs Assessment Results



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16. The school district adheres to all requirements of the Mississippi Statewide Assessment System. See Appendix F. Miss. Code Ann. §§ 37-16-1 through 4 and § 37-16-9 and Miss. Admin. Code 7-3: 78.1 and 78.7, State Board Policy Chapter 78, Rules 78.1 and 78.7.

- The school district adheres all requirements of MS Statewide Assessment System



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17. The school district is compliance with state and/or federal requirements for the following programs:

17.1 Early Childhood Programs (kindergarten and teacher assistant). Miss. Code Ann. §37-21-1, et seq., Miss. Admin. Code 7-3: 42.1, State Board Policy Chapter 42, Rule 42.1, and Miss. Admin. Code 7-3: 62.6, State Board Policy Chapter 62, Rule 62.6, Refer to the Mississippi Kindergarten Guidelines. Districts Meeting the Highest Levels of Performance are exempted from Miss. Code Ann. § 37-21-7(4).

17.2 Pre-Kindergarten. Miss. Code Ann. § 37-7-301(ss), Miss. Admin. Code 7-3: 28.4, State Board Policy Chapter 28, Rule 28.4. Refer to the Mississippi Early Learning Guidelines. Miss. Code Ann. § 37-7-301.

17.3 Career-Technical Education. Miss. Code Ann. § 37-31-1, et seq., Miss. Admin. Code 7-3: 83-96, State Board Policy Chapters 83 through 96, and Federal Code.

- Head-start Partnership for PreK-Each class has a teacher and teacher assistant (4 classes total)
- Title dollars are budgeted according to CAN and other data.
- Developed a Strategic Plan that is aligned to FAPE & IDEA (17.4)
- Developed a Contingency plan for Virtual students to ensure FAPE and related services are provided.
- Collaborate with MDE assigned Educator in Residence 7/15



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17.4 Special Education. Miss. Code Ann. § 37-23-1 through § 37-23-9, Miss. Admin. Code 7-3: 74.1, 74.3 through 74.6, 74.8, 74.10 through 74.14, and 74.19, State Board Policy Chapter 74, Rules 74.1, 74.3 through 74.6, 74.8, 74.10 through 74.14, and 74.19, and Federal Code. See State Policies Regarding Children with Disabilities under the Individuals with Disabilities Education Act of 2004 (IDEA 2004).

17.5 Child Nutrition. Miss. Code Ann. § 37-11-7, Miss. Admin. Code 7-3: 17.1, 17.2, 17.4, 17.7, and 17.9, State Board Policy Chapter 17, Rules 17.1, 17.2, 17.4, 17.7, and 17.9 and Federal Code. 17.5.1 School Wellness Policy.

17.6 Elementary and Secondary Education Act: Titles I, II, III, IV, V, VI, X, and any other federally funded programs and grants. Miss. Admin. Code 7-3: 80.1-80.3, State Board Policy Chapter 80, Rules 80.1 through 80.3, and Federal Code.

17.7 Driver Education. Miss. Code Ann. § 37-25-1, et seq., Miss. Admin. Code 7-3: 29.1, State Board Policy Chapter 29, Rule 29.1.

17.8 Gifted Education. Miss. Code Ann. §§ 37-23-171 through 181, Miss. Admin. Code 7-3: 35.1, State Board Policy Chapter 35, Rule 35.1. Refer to the current edition of the Regulations for Gifted Education Programs in Mississippi and the Gifted Education Program Standards.

- Pre-K Professional Development – Core Learning Sessions SY 2020-2021
- Meet Pre-K Education Requirements- Implement Individualized Certification Plans for employees (ICP)
- Hire fixed assets candidate July 23, 2021 to ensure inventory accuracy. Monthly internal audits will be performed (CTC) (ESSER)
- Implement active student organization
- LEA will provide evidence that budgets and expenditures are allocable, reasonable, meet program intent, & aligned with approved application and amendments on file at MDE.



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18. Each school has a library media center. Refer to the current edition of the Mississippi School Library Media Guide. Miss. Code Ann. §§ 37-17-6(3)(a-e).

18.1 Each school has a library media center with an organized collection of materials and equipment that represents a broad range of current learning media, including instructional technology (Accreditation Policy 4.2.1 - Exemptions for Schools Meeting the Highest Levels of Performance).

- 18.1 Allocated funds for library to order needed materials.
- Funds budgeted for PD for librarians to support their knowledge & schools



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<p>18.2 The library staff offers a systematic program of service to students and staff by providing access to the materials and equipment, by providing instruction in the use of the materials and equipment, and by working with teachers and other staff members to provide learning activities for the students (Accreditation Policy 4.2.1 - Exemptions for Schools Meeting the Highest Levels of Performance).</p>	<ul style="list-style-type: none"> ▪ Adopted digital system for digital books ▪ Allocated funding consultant former MDE representative to work with librarians on updating inventory, & MDE Library
<p>19. The school district is compliance with state law and State Board of Education policies for state adopted textbooks. Miss. Code Ann. §§ 37-43-1, 37-43-24, 37-43-31(2), 37-43-51, 37-9-14(2)(b), and 37-7-301(ff) (7 Miss. Admin. Code 7-3: 79.1 and 79.2, State Board Policy Chapter 79, Rules 79.1 and 79.2, Refer to the current edition of the Textbook Administration Handbook Rules and Regulations.</p> <p>19.1 Each school district provides students in each school with access to current or otherwise appropriate textbooks that are in good condition. See glossary for definition of textbook. Miss. Code Ann. § 37-43- 1, § 37-9-14(2)(b), and § 37-7-301(ff).</p> <p>19.2 Each school district shall keep an active and surplus inventory for each school in the district to be completed by June 15 of each year. The district shall report the inventory in the Textbook Inventory Management System. Miss. Code Ann. § 37-43-51. Refer to the current edition of the Textbook Administration Handbook Rules and Regulations.</p>	<p>19.1 Funds designated to purchase textbooks according to MDE Guidelines</p> <p>19.2 Training for each Textbook Coordinator to utilize the IMS system</p> <p>19.2 Update active and surplus inventory in TIMS</p>



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20. The school district meets the following instructional management requirements Miss. Code Ann. §§ 37-3- 49(2)(a-c) and 37-3-49(5), Miss. Admin. Code 7-3: 41.1, State Board Policy Chapter 41, Rule 41.1.

20.1 The school district implements an instructional management system that has been adopted by the school board and includes, at a minimum, the competencies and objectives required in the curriculum frameworks approved by the State Board of Education that are available to all teachers in each school. (Districts Meeting the Highest Levels of Performance are exempted.)

20.1 Submit IMS for
board approval
8/12/21



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20.2 The instructional management system includes a tiered instructional model in accordance with Miss. Admin. Code 7-3: 41.1, State Board Policy Chapter 41, Rule 41.1, including academic interventions, behavioral interventions, and Literacy-Based Promotion Act requirements.

HCCSD Internal Findings include:

- *Authentic Student Engagement-Virtual Classes were monitored*
- *Delivery of Instruction*
- *MTSS documentation*
- *Failed to maintain documentation on Tier I High Quality Classroom Instruction*
- *Schools failed to document prescribed interventions aligned to student deficits.*
- *Schools failed to document progress monitoring for students receiving interventions*
- *Schools failed to maintain consistent progress monitoring data regarding student growth or lack of growth*
- *Lesson Plans and instructional components non-compliant with 20.1 (quality of lesson plans, teacher content knowledge, classroom Management for productive learning environment, tiered level of instruction, probing and guiding questions*

Note: These were the findings of the Internal District Monitoring of Standard 20 conducted by the HCCSD Curriculum Directors (See Instructional Management System Implementation Action Plan and Standard 20: Monitoring Protocol)

- 20.1 Principals will provide Teacher PD on IMS
- 20.1 Implement Curriculum Binders, host bi-weekly PLC's, Provide additional PD and curriculum coaching
- 20.1 Implement IMS Monitoring Protocol Tool
- 20.1 Lesson Plan Review and Classroom Fidelity Checks
- 20.1 Implement "Project Elevate" Job-alike sessions starting July 23, 2021-July 30, 2022
- 20.1 Seek External Provider Partnerships Kids First, WIN, Mu Alpha Theta, Climbing Higher Heights-RFP (ESSER Funding)
- 20.2 ELS online MTSS portal -Implement tiered instructional model w/interventions Academic & Behavior



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<p>21. The district follows an established board policy that defines criteria for the academic promotion/progression/retention of students. Such criteria prohibit the retention of students for extracurricular purposes.</p> <p>21.1 The school district implements a uniform grading policy. Miss. Admin. Code 7-3: Ch.2, R. 2.3, State Board Policy Chapter 2, Rule 2.3, Miss. Code Ann. § 37-11-64 and 37-11- 66.</p> <p>21.2 A student who is enrolled in any grade higher than Grade 6 in a school district must be suspended from participation in any extracurricular or athletic activity sponsored or sanctioned by the school district after a semester in which the student’s cumulative grade point average is below 2.0 on a 4.0 scale in accordance with the Mississippi High School Activities Association (MHSAA). This portion of the standard will be jointly monitored and enforced by the State Board of Education and the MHSAA. Miss. Code Ann. § 37-11-65.</p>	<p>21.1 Board Retreat July 18- July 19, 2021 to review and revise board policies Grading Policy (IHA, IHAD) Graduation Requirements Policy</p> <p>1.2 Monthly review cycle of policies. Monthly Principal meetings to inform Leadership of policy changes.</p> <p>1.2 All staff will receive updates of approved and revised board policies-ongoing</p> <p>21.1 Review language in the Schools Handbook and cross reference board policy</p> <p>21.2 Complete Eligibility Forms -verified by school administrator</p>
<p>22. The school district provides access to an alternative education program that meets the program guidelines outlined in Miss. Code Ann. § 37-13-92 and the guidelines established by the State Board of Education. Miss. Admin. Code 7-3:7.1, State Board Policy, Chapter 7, Rule 7.1. See guidelines for Alternative/GED School Programs.</p>	<ul style="list-style-type: none"> ▪ Slot Allocation-Principal Alternative Ed. July 1, 2021 to establish an alternative ed program.



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<p>23. The school district, in its discretion, may provide access to a GED Option program that meets the program guidelines outlined in Miss. Code Ann. § 37-13-92(4) and Miss. Admin Code 7-3: 7.2, State Board Policy Chapter 7, Rule 7. See guidelines for Alternative/GED Programs.</p>	<p>N/A</p>
<p>24. Each classroom teacher, excluding career-technical teachers whose class periods exceed 50 minutes, has an unencumbered period during the teaching day to be used for individual or departmental planning.</p> <p>24.1 If the school utilizes a traditional six-period or seven-period day schedule, the instructional planning time provided for secondary teachers is a minimum of 225 minutes per week, exclusive of lunch period. If the school utilizes any form of a modular/block schedule, the instructional planning time provided is a minimum of either 225 minutes per week or an average of 225 minutes per week per instructional cycle, exclusive of lunch period.</p> <p>24.2 Instructional planning time for the elementary school teacher is no less than 150 minutes per week, exclusive of lunch period.</p>	<ul style="list-style-type: none"> ▪ Review Master Schedule Matrix each semester and cross reference teacher schedules. ▪ Review Elementary Master Matrix and conference teacher schedules.
<p>25. Individual teachers (grades 9-12) are limited to three (3) course preparations per scheduling cycle or five (5) in the same subject/content area. Any request for an exception must be submitted in writing to the Commission on School Accreditation for review and action.</p>	<ul style="list-style-type: none"> ▪ Review Master Schedule Matrix each semester.
<p>26. The curriculum of each high school at a minimum consists of required and approved courses that generate at least 33½ Carnegie units annually. Any request for an exemption from teaching the courses listed in Appendix B must be submitted in writing to the Commission on School Accreditation for review and action. (See Appendices B</p>	<ul style="list-style-type: none"> ▪ Meeting held 7/30 to ensure SPED graduating seniors



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<p>and C), Miss. Code Ann. § 37-1-3(2), and Miss. Admin. Code 7-3: 28.2 and 278.3, State Board Policy Chapter 28, Rules 28.2 and 28.3.</p>	<ul style="list-style-type: none"> ▪ Have met the requirements for graduation. ▪ Rectify underclassmen course request-choice cards ▪ College and Career Readiness Coordinator will maintain collaboration with MDE to ensure all course codes are updated.
<p>27. The curriculum of each elementary or middle school (any configuration of grades K-8) at a minimum consists of reading/language arts, mathematics, science, social studies, the arts, health education, and physical education, which may be taught by a regular classroom teacher. Miss. Code Ann. §§ 37-1-3(2) and 37-13-134.</p> <p>27.1 In any configuration of grades K-8, the curriculum must include 150 minutes of activity-based instruction per week and 45 minutes of instruction in health education per week.</p> <p>27.2 Implementation of the activity-based instruction must meet or exceed the standards as approved by the State Board of Education.</p> <p>27.3 A regular classroom teacher may provide instruction in the arts, health education, and physical education in a self-contained classroom setting.</p>	<ul style="list-style-type: none"> ▪ Review Bell Schedule to ensure 150 minutes of instruction ▪ Cross reference teacher schedule with master schedule. ▪ Update master/ classroom schedules to reflect 45 min. of activity-based instruction.



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28. Student teacher ratios do not exceed the following:

28.1 Student teacher ratios do not exceed 22 to 1 in kindergarten, except in instances in which a full-time assistant teacher is in the classroom. If a full-time assistant teacher is employed, 27 may be enrolled. Miss. Code Ann. § 37-151-77, See Mississippi Kindergarten Guidelines, Miss. Admin. Code 7-3: 19.1, State Board Policy Chapter 19, Rule 19.1.

28.2 Student teacher ratios do not exceed 27 to 1 in classrooms serving grades 1 through 4 unless approved by the State Board of Education. Schools Meeting the

Compliant. Will continue to:

- Review Matrix to determine and verify class size and student teacher ratios to remain within compliance.
- Approval for Overload waiver by SBE
- Employ full-time teacher assistants in kindergarten



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<p>Highest Levels of Performance are exempted. Miss. Code Ann. § 37-151-77. Miss. Admin. Code 7-3: 19.1, State Board Policy Chapter 19, Rule 19.1.</p> <p>28.3 Student teacher ratios do not exceed 30 to 1 in self-contained classes serving grades 5-8. Miss. Code Ann. § 37-151-77. A one-year waiver may be requested for classes that do not exceed more than two (2) students beyond the allowable student teacher ratio.</p> <p>28.4 Student teacher ratios do not exceed 33 to 1 in departmentalized academic core classes serving grades 5-12. Miss. Code Ann. § 37-151-77. A one-year waiver may be requested for classes that do not exceed more than two (2) students beyond the allowable student teacher ratio.</p> <p>28.5 The total number of students taught by an individual teacher in academic core subjects at any time during the school year shall not exceed 150. A teacher who provides instruction through intra-district or inter-district distance learning or supervises students taking virtual courses will be exempt from the 150-student limitation. A lab facilitator or principal designee will be responsible for the assignment of grades and related activities at the receiving school. Schools Meeting the Highest Levels of Performance are exempted.</p>	<p>§ Due to the teacher shortage both locally and nationally and the inability to secure the number of certified staff needed, the district launched a “Come Back Home Campaign” to consistently recruit certified teachers to fill vacancies.</p> <p>§ MOU-JSU, Mississippi State, MVSU, & Alcorn State -Teacher Education Department & Masters of Arts in Teaching</p> <p>§ Implement Individualized Certification Plans (ICP’s) for all teachers on a non-renewable license.</p>
<p>29. The school district complies with the applicable policies of the State Board of Education and state and federal laws in the operation of its transportation program. The school district implements Nathan’s Law as a priority for promoting school bus safety. Miss. Code Ann. §§ 37-41-53, 63-3-615, 63-1-73, 97-3-7, and 63-1-33, Miss. Admin. Code 7-3: 81.3, 81.4, 81.6, 81.7, 81.9, State Board Policy Chapter 81, Rules 81.3,81.4, 81.6, 81.7, and 81.9.</p>	<p>§ Staff will inspect monthly to make sure there are no deficiencies in the bus fleet.</p>



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29.1 All buses are inspected on a quarterly basis and are well-maintained and clean. Miss. Admin. Code 7-3: 81.9, State Board Policy Chapter 81, Rule 81.9.

29.2 Each bus driver has a valid bus driver certificate and a commercial driver's license and operates the bus according to all specified safety procedures. The school district has on file a yearly motor vehicle report on each driver and evidence that each driver has received two (2) hours of in-service training per semester. Miss. Code Ann. § 63-3- 615, Miss. Admin. Code 7-3: 81.3 and 81.6, State Board Policy Chapter 81, Rules 81.3 and 81.6.

29.3 Bus schedules ensure arrival of all buses at their designated school sites prior to the start of the instructional day.

29.4 Emergency bus evacuation drills are conducted at least two (2) times each year. Miss. Admin. Code 7-3: 81.4, State Board Policy Chapter 81, Rule 81.4.

- Host Job Fairs to recruit drivers
- Verify valid bus driver certificate and commercial driver's license
- Host in-service trainings 2 hours per semester. Document in Frontline
- Publish Bus Route Manual Sy 2021-2022
- Zone drivers to ensure arrival of all buses prior to the start of the school day.
- If a bus is late for a total of 3 or more times a week, Transportation Supervisor will make adjustments to that route to ensure prompt arrival.



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<p>30. The school district provides clean and sanitary facilities in a safe and secure environment. All classrooms in each school will be air conditioned. Miss. Code Ann. §§37-7-301(c) (d) and (j), 37-11-5, 37-11-49; and 45-11- 101.</p>	<ul style="list-style-type: none"> ▪ Facilities and operations will continue to work to secure compliant status for all school buildings.
<p>31. The school district complies with State Board Policies and State and Federal laws to provide Safe Schools. Each school has a comprehensive School Safety Plan on file that has been approved annually by the local school board. Miss. Code Ann. §§ 37-3-81, 37-3-82, 37-3-83, 37-7-321, 37-11-5, 37-11-29, 37-11-53, 37-11- 67, and 37-11-69, the Mississippi School Safety Manual and the MDE Occupational Safety and Crisis Response Planning Manual.</p>	<ul style="list-style-type: none"> ▪ Submit Safety Plan for Board approval 8/12/21-Current Plan expires 8/17/21 ▪ Require schools to have Safety Plan/Crisis Response Plan readily available. ▪ Training provided to all employees ▪ Provide Emergency packs in all classrooms as required by the Mississippi School Safety Manual ▪ Perform all emergency drills as required by the MS School Safety Manual ▪ District-wide and Building level

	<p>training provided on Crisis Response Plan at the beginning of the school year during Professional Development.</p> <ul style="list-style-type: none"> ▪ Emergency Management training course offered by Holmes County Sherriff Department. ▪ Zone SSO and SRO Officers.
<p>32. The school district complies with state statute and State Board of Education policy for education of juveniles in youth detention centers.</p> <p>32.1 Educational requirements Miss. Code Ann. § 42-21-321, Miss. Admin. Code 7-3: 30.6, State Board Policy Chapter 30, Rule 30.6.</p> <p>32.2 Financial reimbursement requirement. Miss. Admin. Code 7-3: 30.6, State Board Policy Chapter 30, Rules 30.6. See the current edition of the Guidebook for Educating Juveniles in Detention Centers.32.</p>	<ul style="list-style-type: none"> ▪ Implement Individualized Academic Plans (IAP's) for detained youth ▪ Provide transition services to detained youth. ▪ Provide opportunity to list academic and career goals based on diagnostic evaluations ▪ Ensure IEP's are current. Utilize FAPE monitoring tool to review each IEP to ensure compliance.



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