South Tippah School District

Mr. Frank Campbell
Superintendent of Education

Ripley Middle School

Student/Parent Handbook and Event Calendar
www.stippah.k12.ms.us

2018-2019

Preparing our Children for the Future

Greetings from the Superintendent

Dear Parents and Students,

The 2018-2019 school year is here! I trust you are ready to get started. It is my honor to welcome you and to wish you the best for the upcoming year. I am proud to have each of you as part of our district.

South Tippah School District is blessed with wonderful students, hard-working staff, dedicated school board members, and supportive parents. South Tippah is also blessed with a caring and supportive community that unites to enhance our schools. When all of our resources are pooled together, our goals know no limits.

Our mission is to properly and safely educate all students within the school system so that all students can be successful at their next level of endeavor.

My hope is that this mission be carried out in your experiences as a part of the South Tippah School District. Hopefully, this year will be your best year yet.

Have a great year!

Frank Campbell, Superintendent

South Tippah School District Board Members/ Superintendents 2018-2019

(From Left to right)
Price Elliott, Board Attorney
Tim Clark-Secretary-District 1
Wayne Jumper-Chairman-District 3
Tony Elliott-Asst. Superintendent
Haley Moffitt-Vice-Chairman-District 5
Frank Campbell-Superintendent
Kerry Cockrell-Board Member-District 4
David Duncan-Board Member-District 2

South Tippah School District Calendar and Handbook
2018-2019

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Any amendments or additions approved by the South Tippah School Board shall be recognized and incorporated as part of the rules/regulations for the schools. Board Polices may be found at the district office or at each school. Board Policies may be found at the district office or at each school or at www.stippah.k12.ms.us.

All rules and regulations of this handbook shall be applicable to all students regardless of marital status.

South Tippah School District does not discriminate on the basis of sex, race, religion, color, national origin, age, developmental disabilities, or ADA regulations.

RESIDENCY VERIFICATION REQUIREMENTS

The South Tippah School District is required by the State School Board of Education to verify residency for all students annually before enrollment is permitted.

As a result of the Residency Verification Procedure adopted as a policy of the Mississippi State Board of Education on April 20, l990, each parent or legal guardian or other adult with whom a student lives, must provide to the School Administration the following documents:

1. A copy of two of the following items of verification of residence. No post office box address will be acceptable. These items must reflect a street address or designated road address:
   (a) Filed Homestead Exemption Application Form
   (b) Mortgage Documents or Property Deed
   (c) Apartment or Home Lease
   (d) Utility Bills
   (e) Driver's License
   (f) Voter Precinct Identification
   (g) Automobile Registration
   (h) Affidavit of Residency and/or personal visit by a designated school district official
   (i) Any other documentation that will objectively and unequivocally establish that the parent or guardian resides within the school district
   (j) Certified copy of filed petition for guardianship if pending and final decree when granted
2. If you are the legal guardian of the student, you must also provide a copy of the court order appointing you as guardian. If a petition for guardianship has been filed and the decree is pending, you must provide a certified copy of the filed petition for guardianship. NOTE: Any legal guardianship formed for the purpose of establishing residency for school district attendance purposes shall not be recognized by the affected board. Legal reference, Miss. Code Ann. Section 37-15-31 (l989 Supp.)
3. Students living with adults other than parents or legal guardians must provide:
   (a) Two of the ten items of verification as stated above and
   (b) A sworn Affidavit stating the relationship of the adult to the student and that the student is living in the Affidavit's home full time and fully explaining the reasons (other than school attendance zone or district preference) for this arrangement.
4. If your child fails to provide the necessary documentation, he/she will not be allowed to attend school in the South Tippah School District.

MISSION STATEMENT FOR SOUTH TIPPAH SCHOOLS

Vision

The South Tippah School District desires to be an "A" level school district under the current accountability standards in the state of Mississippi.

Mission

The mission of the South Tippah School District is to properly and safely educate all students within the school system so that all students can be successful at their next level of endeavor.

Belief

It is the belief of the South Tippah School District that all children are capable of learning if empowered and motivated to do so.

SOUTH TIPPAH SCHOOL DISTRICT DISCIPLINE PLAN

Every student should keep in mind that the primary responsibility for his/her conduct and personal appearance rests with the student and his/her parents.

Students are accountable to administrators and teachers for disorderly conduct or misconduct at school, on the way to and from school, on the playgrounds, during recess, at school meetings, school programs, functions and activities, athletic events, and on the school buses.

The superintendent or principals are authorized to institute appropriate disciplinary action including immediate suspension if warranted of any student for disorderly conduct or misconduct.

*POSSESSION OF WEAPONS, COMMISSION OF VIOLENT ACTS, USE OR POSSESSION OF DRUGS OR ALCOHOL ON SCHOOL PREMISES OR AT SCHOOL ACTIVITIES

1. No student shall possess or carry, whether openly or concealed, any gun rifle, pistol or other firearm of any kind, any explosive devise, BB gun, air rifle, air pistol, Bowie knife, pocket knife, dirk, dagger, sling shot, leaded cane, switch blade knife, blackjack, metallic knuckles, and razor blades, and any sharp pointed or edged instrument (except instructional supplies, unaltered nail files, and clips and tools used solely for preparation of foods, instruction and maintenance) on school premises.
2. Any school teacher or school employee who has knowledge of any unlawful activity or violent acts that occur on school premises, or during a school-related activity, shall report such acts to the principal who shall notify appropriate law enforcement officials.
3. When application is made for admission to any school in the South Tippah School District, the child's application must indicate whether he or she has previously been expelled from any public or private school. If it is revealed that such child has been previously expelled or is a party to an expulsion proceeding, the school district may deny the student admission until the Superintendent has determined that the child has participated in some sort of rehabilitative effort.
4. If any student was previously expelled for committing an act of violence, possessing a weapon, alcohol or illegal drugs, or any other conduct that warrants expulsion, the school district shall not be required to grant admission to the student before one calendar year from the date of the previous expulsion.
5. Any student in the South Tippah School District, who possesses any controlled substance, in violation of the Uniform Controlled Substances Law, a knife, handgun, other firearm, or any other instrument considered to be dangerous and capable of causing harm, or who commits a violent act on school property, shall be immediately subject to automatic expulsion by the superintendent or principal from such school subject to the constitutional rights of due process.
6. A parent, guardian, or custodian of a compulsory-school-age child enrolled in the South Tippah School District shall be responsible financially for his or her minor child's destructive acts against school property or persons and shall also be responsible for any criminal fines brought against such student for unlawful activity on school grounds as defined in Section 37-11-29.
7. A parent, guardian, or custodian of a compulsory-school-age child enrolled in the district may be requested to appear by an appropriate school official for conference regarding such child's destructive acts against school property or persons.
8. A parent, guardian, or custodian of a compulsory-school-age child enrolled in the district who has been summoned by proper notification by an appropriate school official shall be required under this provision to attend such discipline conference.
9. Students who are suspended, assigned to alternative school, or expelled for any reason are not allowed to participate in or attend any school-related function at home or away and are and are not allowed on school property during the suspension or expulsion period.
10. Students will be provided with information concerning resources available for drug and alcohol counseling and rehabilitation. The school district shall not be responsible for expenses incurred during any rehabilitation program.

SOUTH TIPPAH SCHOOL DISTRICT
CODE OF DISCIPLINE-GRADES K-12

Definitions:

- Community Service - Student works on school property after classes and under the supervision of Principal or Designee.
- Corporal Punishment - Student receives a paddling.
- Detention - Student losses free time, before, during, or after school hours.
- Home Suspension – Student is not to return to school before the end of suspension and until there has been a parent and/or guardian conference. Upon the student's return, the student will be allowed to make up major grades and receive 65% of the grade earned. The student will receive a grade of zero for any minor grades given during the time of suspension.

- Alternative School-Student is assigned to NASTUC Alternative School for a designated period of time.
- Disciplinary Hearing - Refer to the South Tippah School Board Policy for a complete description of a Discipline Hearing. Initial steps are in "Due Process" of this handbook.
- Expulsion - Remove from school for a specified period of time.
- Students who are returning to school from a training school will enter the Alternative School for a minimum of three weeks before returning to their appropriate school site.
- Short - Term Suspension - 10 days or less
- Long - Term Suspension - More than 10 days

Alternative School

Students assigned to alternative school must ride the bus to and from the alternative school each day.

Student Conduct

Acts of Misconduct

Acts of misconduct are those student behaviors that disrupt the orderly educational process in the classroom or on the school grounds including the following:

Level-1

1-1 Tardiness
1-2 Running and/or making excessive noise
1-3 Initiating or participating in any unacceptable physical contact including; but not limited to, inappropriate physical displays of affection (kissing, inappropriate touching, etc.)
1-4 In unauthorized area without a pass (halls, etc.)
1-5 Dress Code violation
1-6 Behavior that is disruptive to the orderly process of classroom instruction

Disciplinary Action

First Violation

Minimum: Teacher/student conference, verbal reprimand
Maximum: Teacher/student/parent conference, home suspension, corporal punishment

Repeated or Flagrant Violation

Minimum: Teacher/student/administrator conference, home suspension, behavior modification plan
Maximum: Corporal punishment, detention, NASTUC, community service, or school suspension (if applicable), after-school expulsion

Level II

2-1 Leaving school grounds without permission
2-2 Skipping class
2-3 Defiance, insubordination (refusal to comply with rules/instruction), disrespect (rudeness)
2-4 Gambling
2-5 (Pre-fight) Exhibition of any hostile actions whether physical, verbal, or written
2-6 Clothing, apparel, or accessories that signify membership or affiliation with any gang or social club associated with criminal activity, as identified by law enforcement agencies are prohibited from being worn on school property or at school sponsored events
2-7 Behavior that disrupts instruction
2-8 Dishonesty, lying

Disciplinary Action

First Violation

Minimum: Corporal punishment, home suspension, detention, community service
Maximum: School suspension (up to 10 days)

Repeated or Flagrant Violation

Minimum: School suspension or NASTUC
Maximum: NASTUC up to 15 days. Disciplinary Hearing

Level III

3-1 Fighting (law enforcement will handle)
3-2 Possession of electronic equipment/device (beepers, cell phones, CD players, etc)

3-3 Theft of personal or school property
3-4 Extortion-use of intimidation, coercion, force or bullying
3-5 Cheating on tests or exams
3-6 Vandalism of personal and/or school property
3-7 Using profane, obscene, indecent, immoral, or offensive language and/or gestures, and possession of obscene materials
3-8 Sexual Harassment
3-9 Possession or use of tobacco products including smokeless tobacco (All incidents will be reported to law enforcement.)

Disciplinary Action

First Violation

Minimum: Corporal punishment, school suspension. Grade of "0" when cheating occurs on tests/exams, restitution will be made on vandalism of personal and/or school property

Maximum: School suspension (up to 10 days), possible report to law enforcement agencies, disciplinary hearing

Repeated or Flagrant Violations

Minimum: School suspension (up to 10 days)

Maximum: School suspension, Disciplinary Hearing, NASTUC

***Level IV**

4-1 Possession, use or under the influence of alcohol, illegal drugs, narcotics, controlled substance(s), or paraphernalia
4-2 Sale or distribution or conspiring to sell illegal drugs/alcohol, controlled substance

Disciplinary Action Options

Minimum: Long-term school suspension, law enforcement summoned, Disciplinary Hearing

Maximum: Long-term school suspension, law enforcement summoned, Disciplinary Hearing, NASTUC, recommendation for expulsion

FOR ANY LEVEL IV OFFENSE, EXPULSION MAY BE RECOMMENDED

***Level V**

5-1 Weapon(s) possession and/or use
5-2 Assault on school employee
5-3 Documented evidence of threats, verbal or physical, and/or acts which threaten the safety and/or well-being of students and/or staff.

Disciplinary Action

Weapon other than firearm

Minimum: Law enforcement summoned, long-term school suspension, Disciplinary Hearing, NASTUC, recommendation for expulsion

Maximum: Law enforcement summoned, long-term school suspension, Disciplinary Hearing, NASTUC, recommendation for expulsion

Firearm

Minimum: Law enforcement summoned, recommendation for expulsion

*Refer to p. D 5 related to Levels IV and V. Refer to South Tippah School Policy Manual for complete procedures and policies.

SOUTH TIPPAH SCHOOL DISTRICT DRESS CODE

PROPER ATTIRE AND GROOMING

The dress code of the South Tippah School District is not all-inclusive. It is virtually impossible to write a dress and grooming code that will properly address every detail and aspect of appropriate dress and grooming. Therefore, it may become necessary for the building principal or a member of the administrative staff to make a judgment as to whether a student is properly groomed and/or dressed. A student who is not attired appropriately or exhibits grooming which is detrimental and/or distractive to the school environment shall be asked to refrain from wearing the inappropriate attire in the future or shall be required to make arrangements for more suitable or appropriate dress. If the arrangement for more suitable clothing requires the student to be absent, it will be designated as unexcused.

It should be a matter of personal pride for a student of the South Tippah School District to maintain high standards of neatness and appropriateness of dress in appearance.

The following types of clothing/accessories will <u>not</u> be worn:

Pajamas/lounge pants

Transparent clothing without proper underclothing

Shorts or skorts for grades 5-12

Any article of clothing, which contains or depicts the following:

alcohol, drugs, tobacco, etc., profane, suggestive, and/or violent language, derogatory symbols or remarks directed at any ethnic group

Loose and/or sagging pants, slacks, and shorts falling below the waist

Hats, caps, headgear and sunglasses will not be worn. Thin headbands can be worn to keep hair out of face. A practicing physician's statement permitting a headgear for a specific period of time will be permitted.

Clothing, accessories, or manner of grooming which, by nature of its color, arrangement, trademark, symbol, or any other attribute, which indicates or implies membership or affiliation with gangs or gang activity or association is prohibited.

Any jewelry and/or items of ornamentation that depicts weapons of violence or substance illegal to minors are prohibited.

Pants with holes above the knee are prohibited.

The following types of clothing/accessories will be worn:

Jeans, khaki pants, or dresses/skirts (no more than two inches above the knee) will be worn.

Shirts must have sleeves and must not expose the waist area.

Belts will be worn at the waist.

Only street shoes will be worn.

Hair shall be free from obnoxious odors, and shall be clean and neat in appearance. Hair shall not be worn below the eyebrow, and hair shall not be extreme in color. Hair color should be natural in color and spread evenly throughout the hair. Picks, combs, and rollers shall not be worn in the hair.

All fasteners, laces and buckles designed for use with an article of clothing will be used appropriately at all times.

Neither male nor female students shall be permitted to wear rings and/or studs in their noses, tongues, or other exposed body parts other than the ear.

The length of dresses, skirts, and shorts (K-4) will be two inches above the knee, and will also be appropriate for kneeling, bending, stooping, sitting, and working overhead while at school.

No clothing top shall be so low in front as to expose any part of the breast or shall be so low in the back as to expose the shoulder blades.

Professional health care attire for Health Sciences classes.

BUS CONDUCT

School transportation is a privilege extended to students who qualify under state regulations and who obey the code of conduct for bus transportation. Student and parent cooperation is imperative. It shall be the duty of passengers transported in school buses owned and operated by public school districts to conduct themselves in an orderly manner. Students who do not conduct themselves properly as set forth in the rules and regulations will not be allowed to ride a South Tippah school bus. Severe student behavior on a school bus jeopardizes the safety and welfare of the student as well as others. Severe student behavior can also result in the suspension or other disciplinary action with the first offense and can be immediate. The purpose of any rule or regulation related to school transportation is to insure the safety of our students and staff and to provide for orderly operation of school buses. In accordance with this goal, students utilizing school transportation services shall adhere to rules and regulations of the State Board of Education, and rules and regulations adopted by the South Tippah School Board.

While on a school bus, pupils shall <u>NOT</u>:

- Possess or use any tobacco product or intoxicants
- Fight, punch, shove, or participate in disruptive behaviors
- Strike or threaten the bus driver. Students are expected to always be courteous to and follow the instructions of the bus driver and safety patrol

- Disregard the driver's instructions, behave in an disrespectful manner, use profane language or make vulgar gestures
- Carry a weapon
- Make excessive noise or shout. Do not talk or make unnecessary noise when the bus is approaching and crossing a railroad or a highway intersection.
    - Throw objects or articles in or from the bus
    - Occupy more space in a seat than is needed and refuse to allow another passenger to sit down
    - Display sexual harassment in any form, including but not limited to words, gestures, or action
    - Eat, drink or throw litter of any kind on the floor of the bus
    - Mark on or in any way damage or deface the bus
    - Distract the driver's attention other than when necessary
    - Place head, arms, legs, body and any other articles outside the windows of the bus
    - Bring unauthorized articles on the bus deemed to be improper by district personnel (i.e. pets, combustibles, large articles, weapons)
    - Be involved in any other conduct that is deemed to be improper by district personnel

Loading and Unloading:

- Be at your assigned loading zone on time.
- Exercise extreme caution in getting to and from your assigned bus stop.
- Stay well off the road way until the bus comes to a complete stop and the bus driver indicates that it is safe to board.
- Do not play on or near the road while waiting for the bus to arrive.
- Look both directions before crossing any roadway.
- Upon boarding a bus, students shall immediately be seated and remain in that seat for the remainder of the route, unless given permission by the driver to change seats.
- A student will ride only the bus to which the student has been assigned.
- The driver will not let students off the bus at places other than the regular bus stop, at home or at school unless by authorization of an administrator.
- Use the handrail while getting on and off the bus.
- When you must cross the road to enter the bus, or after leaving the bus, always cross in front of the bus and walk approximately ten (10) feet ahead of the bumper.
- In case of a road emergency involving a bus, or the bus and another vehicle, the students are to remain in the bus, unless given other instructions by the driver.

The school bus driver is responsible to the school district to maintain order and to insure maximum safety at all times. Therefore, he/she is authorized to instruct and otherwise control students as to proper conduct and safety while they are on the bus. All riders are expected to comply fully and promptly with the driver's instructions. The driver may assign seats on the bus and the students shall sit in their assigned seat.

The school principal will be responsible for the discipline of students reported to him/her by the driver. State law prohibits any person(s), other than students or district personnel from entering a school bus. Questions and inquiries regarding disciplining should be directed to the school principal.

- Bus drivers will complete discipline forms and turn in to the school principal.
- A copy of the form will be sent to the parents.
- Repeated infractions may result in required parent discipline conferences. Failure to attend conference with the principal may result in suspension from the bus.
- Questions and inquiries regarding stops, routes, and student eligibility must be directed to the transportation director at 837-9600.

***Delayed Start Schedule**

1. **Start time at all South Tippah Schools will be announced.
2. Staff Report 45 minutes prior to announced starting time.
3. Students can be dropped off 30 minutes prior to announced starting time.
4. ***Buses can be expected to be 1-2 hours later, depending on announced starting time.
5. Breakfast and lunch will be served if possible.

*For use during inclement weather or any other occasion where a delayed start might be needed. A delayed start will accomplish multiple goals including, but not limited to, more time for road assessment, weather improvements, facility improvements, etc.
**In the event of an issue at a particular school, a delayed start could be used for only one school if conditions merited one.
***Bus drivers will be instructed to leave with enough time to run route to be able to drop students off at school no earlier than 30 minutes before the announced starting time.

DRUG TESTING

Students in extracurricular activities are subject to random drug testing. All students in grades 7-12 may be tested based on the South Tippah School District Suspicion-Based Drug and Alcohol Policy and the Random Drug Testing Policy.

SEXUAL HARASSMENT AND OTHER HARASSMENTS

The South Tippah School District is committed to providing a work and school environment that is free from all forms of discrimination and conduct that can be considered harassing, coercive, or disruptive, including sexual harassment. Actions, words, jokes, or comments based on an individual's sex, race, color, national origin, age, religion, disability, or any other legally protected characteristic will not be tolerated. The South Tippah School District provides ongoing sexual harassment training to ensure employees the opportunity to work in an environment free of sexual and other unlawful harassment.

Sexual harassment is defined as unwanted sexual advances, or visual, verbal, or physical conduct of a sexual nature. This definition includes many forms of offensive behavior and includes gender-based harassment of a person of the same sex as the harasser.

If sexual or other unlawful harassment in the work place is experienced or witnessed, report it immediately to the supervisor. If the supervisor is unavailable or it is believed it would be uncomfortable or inappropriate to contact that person, you should immediately contact the Title IX Coordinator or any administrator in the District Administrative Office.

GRIEVANCE PROCEDURES

Every student of the district will have equal educational opportunities regardless of race, color, creed, sex, developmental disabilities, religion, or marital status. No student shall be excluded on such basis from participating in or having access to any course offerings, athletics, counseling, employment assistance, and extra-curricular activities.

Student complaint procedures for sexual discrimination, harassment, or discrimination against person with a disability are listed in the South Tippah District Board Policy and available at the district office or any principal’s office (Section 504 Procedures and Title IX Procedures).

SCHOOL SEARCHES

DESKS AND LOCKERS

Desks and lockers are school property and remain at all times under the control of the school. However, students are responsible for whatever is contained in desks and lockers issued to them by the school. School authorities may conduct periodic general inspections at any time for any reason related to school administration. Inspection of individual lockers or desks may occur when there is a reasonable basis to do so and in those cases, the student or a third party shall be present.

AUTOMOBILES

When a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside a student vehicle, the student may be required to open the automobile, including the trunk, for further inspection.

SEARCH OF STUDENTS

A student’s person and/or personal effects may be searched whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials.

If a pat-down search of student’s person is conducted, it will be conducted in private by a school official of the same sex with an adult witness of the same sex present.

CLASSROOM RULES

Classroom rules will be the responsibility of individual teachers. They will conform to South Tippah policies of student conduct and procedures and be formulated in collaboration with students.

VISITORS

The presence of visitors in the classroom creates distraction; therefore, n**o visitors are allowed in the classroom.**

DELIVERIES

Flowers, balloons, and other gift items are not allowed to be delivered to any school in the South Tippah School District throughout the school year.

CELL PHONE/ELECTRONIC DEVICE POLICY

Beginning with the 2016-2017 school year, students will be allowed to have cell phones at school. However, the use of such phones will be governed by the following guidelines:

1. Once on campus, phones must be turned off and not in use. A phone that is 'on' is defined as being in use.
2. On campus, cell phones may ONLY be used for instructional purposes, at the discretion of the classroom teacher, and only during that instructional period. Instructional period is defined as any subject a student is enrolled in, including PE and study hall.
3. Administrators at each school have the privilege to ban cell phones from certain school sponsored events entirely such as field trips, field day, etc. Administrators at each school also have the privilege to ban cell phones from being on a person's body or to designate an area for cell phones to be kept.

Students are allowed to use cell phones on the bus to and from school within the following guidelines:

1. Students are not allowed to "talk" on the cell phone at any time as this could create an unsafe condition (noise) on the bus.
2. Students are not allowed to take pictures, including selfies, or record videos while on the bus as this could create a distraction leading to unsafe conditions on the bus.
3. Students are allowed to send text messages.
4. Students are allowed to use their cell phone and headphones to listen to music. This music is to be played at a level that cannot be heard by others on the bus.

No cell phone or electronic device will be allowed in testing rooms during statewide testing. Possession or use of cell phones or any electronic device during a statewide test will result in invalidation of the test and student will be referred for disciplinary actions.

If a student is found out of compliance with the cell phone policy, the student will be disciplined as follows:

First offense: The cell phone will be taken by the principal or his/her designee until either a $25 fine has been paid to the school activity fund or until the phone has been kept in the school's possession for 7 days, after which the phone will be turned over to the student's parent/guardian.

All further offenses: The cell phone will be taken by the principal or his/her designee until either a $50 fine has been paid to the school activity fund or until the phone has been kept in the school's possession for 30 days, after which the phone will be turned over to the student's parent/guardian.

The South Tippah School District will not be held responsible for lost or stolen telephones.

During the time of confiscation, the South Tippah School District will not be held responsible for any contract or bills that must be paid to the carrier for services.

OUT-OF- SCHOOL SUSPENSION

1. Suspension is the denial of the privilege of attending school in the district imposed after due process upon any student of the district at the direction of the principal of the school in which the student is enrolled. Students under suspension shall not trespass upon any other school campus or enter into any other school building except for a prearranged conference with a principal. Additional, students under out-of-school suspension shall not attend any day or night school function.
2. When unacceptable behavior cannot be corrected by the resource of the school, the board hereby authorized the school principal or his/her designee to suspend any student for violation of any other act of misconduct or insubordination as a final effort to influence the student's future behavior.
3. Suspension Period: The principal may suspend students for a period not to exceed 10 school days. For long-term suspension procedures as named in Levels IV and V Code of Discipline, see *Due Process* for initial steps and the Board Policy for details.

DUE PROCESS

When a student of the South Tippah School District is confronted with disciplinary action, the board and administrators shall afford him/her the safeguards of due process as required by applicable law. In any case, the student will be made fully aware of his/her rights and will be given an opportunity to present his/her side of the case prior to any action being taken by school officials.

The superintendent of South Tippah School District and the principal of a school shall have the power to suspend a pupil for good cause or for any reason for which such pupil might be suspended, dismissed or expelled by the board. However, such action of the superintendent or principal shall be subject to review by and the approval or disapproval of the board. If the parent, guardian or other person having custody of any child shall feel aggrieved by the suspension or dismissal of the child, then such parent, guardian, or other person shall have the right to a due process hearing. The parent or guardian of the child shall be advised of this right to a hearing by the superintendent or principal and the proper form shall be provided for requesting such a hearing. S37-9-71 (1987)

RELEASE OF STUDENTS

No student shall be suspended from school or school sponsored activity prior to scheduled release time without first notifying parent/guardian.

No student shall be released to the custody of an individual other than parent/guardian unless school authorities receive written notice from parent/guardian. Said written notice shall identify by name the person to whom student is to be released.

No student shall be allowed to leave school or school sponsored activity prior to scheduled release time unless the school has received written request from parent/guardian in advance.

Students shall not be allowed to leave and return to school or to a school sponsored activity to run personal errands or purchase supplies.

No student shall be released at the conclusion of any out-of-town school sponsored activity to return home via alternate means without prior approval by school authorities based on written request from parent/guardian for each event.

A sponsor, director, shall leave no student or chaperone at the completion of school sponsored activity to wait for a ride or to walk home.

No student shall be allowed to leave the campus to run errands for student activities unless a sponsor accompanies the student, and prior written consent from the parent/guardian is on file in the school office.

CLASSIFICATION GRADES 9-12

GRADE CLASSIFICATION (Promotion) NINE THROUGH TWELVE

To be classed a FRESHMAN	Successful completion of Grade 8
To be classed a SOPHOMORE	7 Carnegie Units
To be classed a JUNIOR	12 Carnegie Units
To be classed a SENIOR	17 Carnegie Units

GRADUATION REQUIREMENTS

MississippiDiplomaOptions Begins with incoming freshmen of 2018-2019

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

TRADITIONAL DIPLOMA OPTION

Curriculum Area	Carnegie Units	Required Subjects
English	4	• English I • English II
Mathematics	4	• Algebra I
Science	3	• Biology I
Social Studies	3½	• 1 World History • 1 U.S. History • ½ U.S. Government • ½ Economics • ½ Mississippi Studies
Physical Education	½	
Health	½	
Arts	1	
College and Career Readiness	1	• Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	5 ½	

Requirements

Student should identify an endorsement area prior to entering 9th grade. Endorsement requirements can only be changed with parental permission.

For early release, students must have met College or Career Readiness Benchmarks (ACT sub scores 17 English and 19 Math or earned a Silver level on ACT WorkKeys or SAT equivalency sub scores). Alternately, a student must meet ALL of the following: Have a 2.5 GPA Passed or met all MAAP assessments requirements for graduation On track to meet diploma requirements Concurrently enrolled in Essentials for College Math or Essentials for College Literacy

Recommendations

For early graduation, a student should successfully complete an area of endorsement. A student should take a math or math equivalent course the senior year.

ALTERNATE DIPLOMA OPTION

Curriculum Area	Carnegie Units	Required Subjects
English	4	• Alternate English Elements I-IV
Mathematics	4	• Alternate Math Elements I-III • Alternate Algebra Elements
Science	2	• Alternate Biology Elements • Alternate Science Elements II
Social Studies	2	• Alternate History Elements (Strands: U.S. History and World History) • Alternate Social Studies Elements (Strands: Economics and U.S. Government)
Physical Education	½	
Health	½	• Alternate Health Elements
Arts	1	
Career Readiness	4	• Career Readiness I-IV (Strands: Technology, Systems, Employability, and Social)
Life Skills Development	4	• Life Skills Development I-IV (Strands: Technology, Systems, Personal Care, and Social)
Additional Electives	2	
Total Units Required	**24**	

Requirements

The Alternate Diploma is not equivalent to a traditional high school diploma and is not recognized by postsecondary entities that require a traditional high school diploma.

All students are required to participate in the Mississippi Assessment Program- Alternate Assessment (MAAP-A) with a score TBD.

Students who have met the criteria on their IEP for having a Significant Cognitive Disability (SCD) may participate in a program of study to earn
the Alternate Diploma.

MISSISSIPPI DEPARTMENT OF EDUCATION
Ensuring a bright future for every child

Traditional Diploma Endorsement Options

Students pursuing a Traditional Diploma should identify an endorsement prior to entering 9th grade. There are three endorsement options: Career and Technical, Academic, and Distinguished Academic Endorsement.

CAREER AND TECHNICAL ENDORSEMENT

Curriculum Area	Carnegie Units	Required Subjects
English	4	• English I • English II
Mathematics	4	• Algebra I
Science	3	• Biology I
Social Studies	3½	• 1 World History • ½ Economics • 1 U.S. History • ½ Mississippi Studies • ½ U.S. Government
Physical Education	½	
Health	½	
Arts	1	
College and Career Readiness	1	• Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
CTE Electives	4	• Must complete a four-course sequential program of study
Additional Electives	3 ½	
Total Units Required	**26**	

Additional Requirements

- Earn an overall GPA of 2.5
- Earn Silver level on ACT WorkKeys.
- Earn two additional Carnegie Units for a total of 26.
- Must successfully complete one of the following:
- One CTE dual credit or earn articulated credit in the high school CTE course
- Work-Based Learning experience or Career Pathway Experience
- Earn a State Board of Education- approved national credential

ACADEMIC ENDORSEMENT

Curriculum Area	Carnegie Units	Required Subjects
English	4	• English I • English II
Mathematics	4	• Algebra I + two (2) additional math courses above Algebra I
Science	3	• Biology I + two (2) additional science courses above Biology I
Social Studies	3½	• 1 World History • ½ Economics • 1 U.S. History • ½ Mississippi Studies • ½ U.S. Government
Physical Education	½	
Health	½	
Arts	1	
College and Career Readiness	1	• Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	7 ½	• Must meet 2 advanced electives of the CPC requirements for MS IHLs
Total Units Required	**26**	

Additional Requirements

- Earn an overall GPA of 2.5.
- Courses must meet Mississippi IHL college preparatory curriculum (CPC).
- Earn Mississippi IHL and community college readiness benchmarks (ACT sub scores 17 English and 19 Math as approved by postsecondary for non-
- remediation at most community colleges and IHL college-ready courses in senior year, or the SAT equivalency sub score).
- Earn two additional Carnegie Units for a total of 26.
- Must successfully complete one of the following:
- One AP course with a C or higher and take the appropriate AP exam
- One Diploma Program-IB course with a C or higher and take the appropriate IB exams
- One academic dual credit course with a C or higher in the course

DISTINGUISHED ACADEMIC ENDORSEMENT

Curriculum Area	Carnegie Units	Required Subjects
English	4	• English I • English II
Mathematics	4	• Algebra I + two (2) additional math courses above Algebra I
Science	4	• Biology I + two (2) additional science courses above Biology I
Social Studies	4	• 1 World History • ½ Economics • 1 U.S. History • ½ Mississippi Studies • ½ U.S. Government
Physical Education	½	
Health	½	
Arts	1	
College and Career Readiness	1	• Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	8	• Must meet 2 advanced electives of the CPC requirements for MS IHLs
Total Units Required	**28**	

Additional Requirements

- Earn an overall GPA of 3.0.
- Courses must meet Mississippi IHL college preparatory curriculum (CPC).
- Earn national college readiness benchmarks on each subtest established by ACT of 18 in English and 22 in
- Math or SAT equivalency sub score.
- Earn four additional Carnegie Units for a total of 28.
- Must successfully complete one of the following:
- One AP course with a B or higher and take the appropriate AP exam
- One Diploma Program-IB course with a B or higher and take the appropriate IB exams
- One academic dual credit course with a B or higher in the course

APPENDIX A-1
GRADUATION REQUIREMENTS
STANDARD 14
DISTRICT OPTION

Note: Ending with incoming ninth graders of 2017-2018.

Each student graduating from a secondary school in an accredited school district will have earned the required Carnegie units as specified in the following table. Contents of each required and elective course must include the core objectives identified in the *Mississippi College- and Career-Readiness Standards*. Course titles and identification numbers must appear in the current edition of the Approved Courses for Secondary Schools of Mississippi. (See 7 Miss. Admin. Code Pt. 3, Ch. 28, R. 28.2, R. 28.3.) 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. Enrollment in online courses listed in this book must have prior approval granted by the principal.

Any student who completes the minimum graduation requirements as specified below and has met the requirements for each of the required high school assessments is eligible to receive a high school diploma. The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37-16-7.

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4[1]	English I English II
MATHEMATICS	4[2]	Algebra I
SCIENCE	3[3]	Biology I
SOCIAL STUDIES	3[4&6]	1 World History[4] 1 U.S. History[4] ½ U.S. Government[4] ½ Mississippi Studies[6]
HEALTH	½[7&8]	Contemporary Health[9]
TECHNOLOGY or COMPUTER SCIENCE	1[10]	
THE ARTS	1[11]	
ELECTIVES	4½[12]	
TOTAL UNITS REQUIRED	21	

APPENDIX A-2
GRADUATION REQUIREMENTS
STANDARD 14
(Ending with incoming ninth graders of 2017-2018)

Each student graduating from a secondary school in an accredited school district will have earned the required Carnegie units as specified in the following table. Contents of each required and elective course must include the core objectives identified in the *Mississippi College- and Career-Readiness Standards.* Course titles and identification numbers must appear in the current edition of the *Approved Courses for Secondary Schools of Mississippi*. (See 7 Miss. Admin. Code Pt. 3, Ch. 28, R. 28.2, R. 28.3.) 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. Enrollment in online courses must have prior approval granted by the principal.

Any student who completes the minimum graduation requirements as specified below and has met the requirements for each of the required high school assessments is eligible to receive a high school diploma. The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37-16-7.

Beginning school year 2008-2009 and ending with school year 2017-2018, all entering ninth graders will be required to have a minimum of 24 Carnegie units as specified below, unless their parent/guardian requests to opt the student out of Appendix A-2 requirements in accordance with local school board policy. All students must meet one of the graduation options as specified in the appendices. The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37-16-7. NOTE: This option will no longer be available for entering ninth graders after the 2017-2018 school year. New graduation requirements will go into effect for entering ninth graders for 2018-2019.

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4[1]	English I English II
MATHEMATICS	4[2]	Algebra I
SCIENCE	4[3]	Biology I
SOCIAL STUDIES	4	1 World History[4] 1 U.S. History[4] ½ Geography[4] ½ U.S. Government ½ Economics[5] ½ Mississippi Studies[4]
HEALTH and PHYSICAL EDUCATION	1[7&8]	½ Contemporary Health and ½ Physical Education[9]
TECHNOLOGY or COMPUTER SCIENCE	1[10]	
THE ARTS	1[11]	
ELECTIVES	5[12]	
TOTAL UNITS REQUIRED	24	

GRADUATION REQUIREMENTS
STANDARD 14
CAREER PATHWAY OPTION
SENIORS OF SCHOOL YEAR 2011-2012
(Entering eleventh graders 2010-2011 ending with incoming ninth graders in 2016-2017)

In 2010, Mississippi state policymakers passed legislation to create multiple pathways to a standard diploma. The 2010 legislative actions created a career pathway to a standard diploma, with the goal of improving Mississippi graduation rates and providing students with career and technical training that prepares students for postsecondary credential or certification programs and employable workplace skills. This legislative change created Miss. Code Ann. § 37-16-17, as amended, to provide for high school career option programs and career track curricula for students not wishing to pursue a baccalaureate degree.

Enrollment in online and correspondence courses listed in this book must have prior approval granted by the principal.

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4[1]	English I English II
MATHEMATICS	3[2]	Algebra I
SCIENCE	3[3]	Biology I
SOCIAL STUDIES	3[4&5]	1 U.S. History ½ U.S. Government ½ Mississippi Studies
HEALTH or PHYSICAL EDUCATION	½[6]	½ Contemporary Health or ½ Physical Education[10]
CAREER and TECHNICAL	4[7]	(Selected from Student's Program of Study)
TECHNOLOGY or COMPUTER SCIENCE	1[8]	
ELECTIVES	2½[9]	Courses selected from the student's approved program of study
TOTAL UNITS REQUIRED	21	

NOTE: Mississippi's Institutions of Higher Learning requirements differ from minimum graduation requirements for this diploma pathway.

Appendix A-5
ADDITIONAL OPTIONS IN LIEU OF SATP
7 MISS. ADMIN. CODE PT. 3, CH. 36, R. 36.4 (EFFECTIVE 2013-2014 SCHOOL YEAR)

7 Miss. Admin. Code Pt. 3, Ch. 36, R. 36.5, provides approved options for students to meet high school end-of-course Subject Area Test requirements for graduation through approved alternate measures. 7 Miss. Admin. Code Pt. 3, Ch. 36, R. 36.5 applies to past, current, and future graduates and allows a student to meet the graduation requirements once he or she has failed to pass any required end-of-course Subject Area Test one (1) time.

The following graduation options provide opportunities for students to obtain a certain score or level on the ACT, ASVAB, ACT WorkKeys, MS-CPAS2, or other state-approved industry certifications. Students also may obtain a grade of "C" or higher in a dual credit/dual enrollment course, corresponding to the EOC assessment that was not passed.

Notes:

- ACT sub-scores resulting from non-college reportable accommodations can be used for graduation options, but the scores are non-college reportable.
- ACT sub-scores resulting from Residual ACT Testing cannot be used for graduation options.
- This option is available regardless of when the student took the SATP2, PARCC, or MAP assessments.
- The college credit option is only applicable if the student is enrolled in high school and college at the same time.
- The Graduation Options listed below are applicable to any Subject Area Testing Program assessment.

Assessment Options	Math	Science	English	Social Studies
ACT	17	17	17	17
Dual Credit/Enrollment	C or higher in College Algebra	C or higher in College Biology	C or higher in English Comp I	C or higher in American History
ASVAB + MS-CPAS2 OR Industry Certification	ASVAB (PICAT prescreen scores are not allowable) score of 36 **plus** one (1) of the following: 1. CPAS score that meets the attainment level assigned by Federal Perkins requirements **OR** 2. Earn approved Industry Certification specified in the Career Pathway's Assessment Blueprint			
ACT Work Keys + MS-CPAS2 OR Industry Certification	WorkKeys Silver Level **plus** one (1) of the following: 1. CPAS score that meets the attainment level assigned by Federal Perkins requirements **OR** 2. Earn approved Industry Certification specified in the Career Pathway's Assessment Blueprint.			

Mississippi Occupational Diploma*
(MOD)

* MOD Diploma will NOT be an option beginning with the 2017-2018 incoming Freshman class.

- In accordance with MS Code 37-16-11(2), the State Board of Education has approved criteria for an occupational diploma for students with disabilities.
- The Mississippi Occupational Diploma (MOD) provides an option for students with disabilities that emphasizes high expectations in both academics and work experiences that will assist students in acquiring and maintaining the necessary competencies and skills needed to secure and retain competitive employment.
- The primary postgraduate goal for these students is **competitive employment**.

MOD Requirements

MOD Diploma will NOT be an option beginning with the 2017-2018 incoming Freshman class.

Must earn a minimum of twenty-one (21) course credits by successfully completing selected courses from the general education curriculum, vocational education programs, special education curriculum or any combination of these courses and complete an occupational diploma portfolio containing a collection of evidence of the student's knowledge, skills and abilities as agreed upon by the student's IEP Committee.

Optional Course Credits For MOD

Employment English I	Life Skills Science I
Employment English II	Life Skills Science II
Employment English III	Life Skills Science III
Applied Employment English IV (On the Job)	Applied Life Skills Science IV (On the Job)
Job Skills Math I	Career Preparation I
Job Skills Math II	Career Preparation II
Job Skills Math III	Career Preparation III
Applied Job Skills Math IV (On the Job) or	Applied Career Preparation IV (On the Job)

OR

Any combination of general education, vocational, and/or special education courses

MOD Required Course Credits

Completion of two-year Career/Technical (Vocational) Program

OR

10th Grade	School-Based Work Assessment (30 Hours)*
11th Grade	Community-Based Work Training (30 Hours)*

*For students not pursuing the Two Year Career/Technical (Vocational Program)

MOD Career/Technical Requirements

Successful completion of a two (2) year Career/technical (vocational) program

OR

By the end of senior year, 540 hours of successful, paid employment

Policy Governing Subject Area Testing

- Students will not be required to pass any end-of-course Subject Area Test in a course for which the Carnegie unit was earned by the student in a Mississippi public school prior to the 2001-2002 school year.
- Students entering a Mississippi public school will not be required to pass any end-of-course Subject Area Test in a course for which the school accepts Carnegie units earned by the student in a public school of another state as fulfilling the requirements for a Mississippi high school diploma.
- Students entering a Mississippi public school will not be required to pass any end-of-course Subject Area Test in a course for which the school accepts Carnegie units earned by the student in a private school as fulfilling the requirements for a Mississippi high school diploma, provided the private school is accredited regionally or by the state of Mississippi.
- Students entering a Mississippi public school will be required to pass any end-of-course Subject Area Test in a course for which the school accepts Carnegie units earned by the student in a private school as fulfilling the requirements for a Mississippi high school diploma if the private school is not accredited regionally or by the state of Mississippi.
- Students entering a Mississippi public school will be required to pass any end-of-course Subject Area Test in a course for which the school accepts Carnegie units earned by the student through homeschooling as fulfilling the requirements for a Mississippi high school diploma.
- Any Mississippi public school student who fails to pass a required Subject Area Test will be offered a chance to retake the test three times each year until a passing score is achieved:
    - At or near the beginning of the fall semester,
    - At or near the end of the fall semester, and
    - At the end of the spring semester.

- Any Mississippi public school student shall not be awarded Carnegie unit credit unless the core objectives identified in the Mississippi Curriculum Framework have been mastered. Passage of the required Subject Area Test is a separate requirement towards graduation and shall not be criteria for awarding Carnegie unit credit.
- Beginning with school year 2014-2015, students shall graduate by passing the course and meeting one (1) of the following options:
  a) Passing the applicable end-of-course Subject Area Test
  b) Obtain a score of 17 or higher on the corresponding subject sub-score of the ACT
     a. Algebra I = Math Sub-score
     b. Biology I = Science Sub-score
     c. English II = English Sub-score
     d. USH = Reading Sub-score
  c) Obtain an ASVAB AFQT score of 36 **plus one** of the following:
     a. Earn a CPAS score that meets the attainment level assigned by Federal Perkins requirements
     b. Earn an approved Industry Certification as specified in the Career Pathway's Assessment Blueprint and in Appendix A-5 in the current edition of the Mississippi Public School Accountability Standards.
  d) Obtain the Silver Level on the ACT WorkKeys **plus one** of the following:
     a. Earn a CPAS score that meets the attainment level assigned by Federal Perkins requirements
     b. Earn an approved Industry Certification as specified in the Career Pathway's Assessment Blueprint and in Appendix A-5 in the current edition of the Mississippi Public School Accountability Standards.
  e) Using the end-of-course Subject Area Test score with the overall course grade based on the Concordance Table for each of the four end-of-course Subject Area Tests as provided to the school districts by the Mississippi Department of Education. Students must be enrolled in school in order to utilize this option.

Any Mississippi public school student shall not be awarded Carnegie unit credit unless the core objectives identified in the Mississippi Curriculum Framework have been mastered. Passage of the required Subject Area Test is a separate requirement towards graduation and shall not be criteria for awarding Carnegie unit credit.

State Board Policy 3800 with district modification on time of retakes

Policy Governing Subject Area Test Appeals Process

- When a student, parent, or district personnel has reason to believe that, due to a scoring error, a student who did not pass a Subject Area Test should have passed the test, an appeal for rescoring may be made.
- When a student, parent, or district personnel has reason to believe that a student has mastered the subject area curriculum but is unable to demonstrate mastery on the standard statewide Subject Area Test, an appeal for a substitute evaluation process may be made.
- Specific details involving protocol and costs incurred for the above mentioned scenarios can be found in State Board Policy 7610.

SOUTH TIPPAH SCHOOLS GRADE SCALE

K-12

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

The Grade Scale of the South Tippah School District will adhere to the following provisions:

1. There shall be two grading periods each semester approximately nine weeks in length.
2. All grades will be recorded numerically in grades 1 through 12.
3. The grade averages shall not exceed 100.

ACTIVE PARENT

The South Tippah School District offers a web based program called Active Parent. This program allows all parents in the district to view their children's grades at any time. If you do not currently have an Active Parent Account, you may visit www.stippah.k12.ms.us to set up an account and learn how to access the program.

STUDENT BULLYING

The South Tippah School District does not condone and will not tolerate bullying or harassing behavior. Bullying or harassing behavior is any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication, or any act reasonably perceived as being motivated by any actual or perceived differentiating characteristic that (a) places a student or school employee in actual and reasonable fear of harm to his or her person or substantially interfering with or impairing a student's educational performance, opportunities or benefits. To view the South Tippah School District Student Bullying Policy and Procedures information, visit the district website at www.stippah.k12.ms.us. The Bullying Policy can be found by clicking on **Board Policy** on the right side of the screen .

AIM (Automated Instant Messenger)

The South Tippah School District has purchased an automated call system for every student and employee in the district. This system allows the district to easily communicate with parents when students are absent or tardy, when sporting events change, when threatening weather occurs, or when special events are occurring at your child's school. If you are not receiving calls from this system or you want to change the phone number that is called by the automatic call system, please contact your child's school and alter your account.

HONORS

The Superintendent's List - No grade less than 90 recorded on the report card*
The Principal's List - No grade less than 80 recorded on the report card*
Exemptions-Students with perfect attendance shall be exempt from the final exam
*Excluding PE, Handwriting, and Art (grades k-8)

Handwriting grades, PE grades, and Art (grades k-8) will not be considered when determining the Superintendent's List or the Principal's List.

PROMOTION-RETENTION POLICY

Promotion and Retention in the South Tippah School District shall be based on the mastery of objectives which shall include the core skills as defined by the Mississippi Curriculum Structure. The objectives may also include skills deemed necessary by the teachers or skills that may be required by the South Tippah School Board. In no case shall a student be retained for extra-curricular purposes.

1. Kindergarten students must pass math and language arts.
2. Students in grades one through seven must pass both math and language arts. Students must also pass either social studies or science.
3. Students in grade eight must pass both math and language arts. Students must also pass **two** of the following: social studies, science and Technology Foundations.
4. Cursive writing is introduced in the second semester of the second grade with mastery to be achieved in third grade.
5. Beginning in the 2018-2019 school year, a student scoring at the lowest **TWO** achievement levels in reading on the established state assessment for 3rd grade will not be promoted to 4th grade unless the student meets the good cause exemptions for promotion.

NOTE:

1. Students who are in the ELL Program must not be retained based on language skills. Promotion decisions will be determined by the SET (Student Evaluation Team).
2. Students with disabilities who participate in on-level testing shall have promotion decisions determined by the IEP committee.
3. Students who participate in alternate assessment shall have promotion decisions determined by the IEP committee.

INTERVENTION PROCESS

The South Tippah School District has adopted a Teacher Support Team/Response to Intervention Policy in order to fulfill MDE's mandate which follows:

State Board Policy 4300
Adopted January 21, 2005
(Revised May 18, 2007)

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

Tier 1: Quality classroom instruction based on MS Curriculum Frameworks
Tier 2: Focused supplemental instruction
Tier 3: Intensive interventions specifically designed to meet the individual needs of students

Teachers should use progress monitoring information to (a) determine if students are making adequate progress, (b) identify students as soon as they begin to fall behind, and (c) modify instruction early enough to ensure each and every student gains essential skills. Monitoring of student progress is an ongoing process that may be measured through informal classroom assessment, benchmark assessment instruments and large -scale assessments.

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

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

After a referral is made, the TST must develop and begin implementation of an intervention(s) within two weeks. No later than eight weeks after implementation of the intervention(s) the TST must conduct a documented review of the interventions to determine success of the intervention. No later than 16 weeks after implementation of the intervention(s), a second review must be conducted to determine whether the intervention is successful. If the intervention(s) is determined to be unsuccessful, then the student will be referred for a comprehensive assessment.

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

A. Grades 1-3: A student has failed one (1) grade;
B. Grades 4-12: A student has failed two (2) grades;
C. A student failed either of the preceding two grades and has been suspended or expelled for more than twenty (20) days in the current school year; OR
D. A student scores at the Minimal level on any part of the Grade 3 or Grade 7 Mississippi Curriculum Test.

Referrals to the Teacher Support Team must be made within the first twenty (20) school days of a school year if the student meets any of the criteria A-D stated above.

SCHOOL MEALS

Parents are encouraged to go to www.myschoolapps.com to apply for free or reduced meals.
Online payments for meals can be made at www.myschoolbucks.com

Students	Full Pay Breakfast	$1.00	Reduced Pay Breakfast	$ .30
	Full Pay Lunch	$3.00	Reduced Pay Lunch	$ .40

STUDENT MEDICAL CARE

The South Tippah District personnel may not exceed the practice of first aid in dealing with pupil injuries and sickness, and only qualified personnel shall administer first aid to pupils.

Medication shall not be provided for student use by the school or its employees.

Medication shall not be administered to students without South Tippah School Board approval. The superintendent may grant permission to a principal or his/her designee to administer medication to a student.

The emergency permission may be given under the following conditions:

1. The medication is prescribed by a physician.
2. The medication is under the supervision/control of the principal or his/her designee.
3. The doctor's statement requesting that the school personnel administer the drug is filed with the Board at the next regularly scheduled meeting. The request must include the child's name, the name of the drug, directions for administering the drug, and the length of time the student is expected to need the medication.

INSURANCE

The school district furnishes an accident policy covering the school day and extracurricular activities. Students who incur injuries should report them to the office and obtain a claim form.

COMPULSORY-SCHOOL-ATTENDANCE/TRUANCY

1. The following terms as used in this policy are defined as follows:
   a. "Parent" means the father or mother to whom a child has been born, or the father or mother by whom the child has been legally adopted.
   b. "Guardian" means a guardian of the person of a child, other than a parent, whom a court of competent jurisdiction legally appoints.
   c. "Custodian" means any person having the present care or custody of a child, other than a parent or guardian of said child.
   d. "School day" means not less than five (5) and not more than eight (8) hours of actual teaching in which both teachers and pupils are in regular attendance for schedule schoolwork.
   e. "School" means any public school in this state or any nonpublic school in this state which is in session each school year for at least one hundred fifty-five (155) school days, except that the "nonpublic" school term shall be the number of days that each school shall require for promotion from grade to grade.
   f. "Compulsory-school-age child" means a child who has attained or will attain the age of six (6) years on or before September 1 of the calendar year and who has not attained the age of seventeen years on or before September 1 of the calendar year.
   g. "School attendance officer" means any full-time employee of the youth court or family court assigned to monitor compulsory public school attendance, to investigate the nonattendance of the compulsory-school-age children and to counsel all school-age children to attend school.
   h. "Appropriate school official" means the superintendent of the school district or his designee or, in the case of a nonpublic school, the principal or the headmaster.
2. A parent, guardian or custodian of a compulsory-school-age child in this state shall cause such child to enroll in and attend a public school or legitimate nonpublic school for the period of time that such child is of compulsory school age, except under the following circumstances:
   a. When a compulsory-school-age child is physically, mentally or emotionally incapable of attending school as determined by the appropriate school official based upon sufficient medical documentation.
   b. When a compulsory-school-age child is enrolled in and pursuing a course of special education, remedial education or education for handicapped or physically or mentally disadvantaged children.
   c. When a compulsory-school-age child is being educated in a legitimate home instruction program.
3. An "unlawful absence" is an absence during a school day by a compulsory-school-age child, which absence is not due to a valid excuse for temporary nonattendance, provided, however, the provisions of this subsection shall not apply to children enrolled in a nonpublic school. For the purpose of determining and reporting attendance, a pupil must be present for at least sixty-three percent (63%) of his/her instructional day, as fixed by the local school board, and defined by the student's schedule, in order to be considered in full-day attendance.

   Each of the following shall constitute a valid excuse for temporary nonattendance of a compulsory school -age child enrolled in a public school, provided satisfactory evidence of the excuse is provided to the superintendent of the school district or his designee.
   a. An absence is excused when the absence results from the compulsory-school-age child's attendance of an authorized school activity with the prior approval of the superintendent of the school district or his/her designee. Such activities may include field trips, athletic contests, student conventions, musical festivals and any similar activity.

b. An absence is excused when the absence results from illnesses or injury, which prevents the compulsory-school-age child from being physically able to attend school.
c. An absence is excused when the county health officer, the State Board of Health, or the appropriate school official orders isolation of a compulsory-school-age child.
d. An absence is excused when it results from the death or serious illness of a member of the immediate family of a compulsory-school-age child. The immediate family member of a compulsory-school-age child shall include children, spouse, grandparents, parents, brothers and sisters, including stepbrothers and stepsisters.
e. An absence is excused when it results from a medical or dental appointment of a compulsory-school-age child where an approval of the superintendent of the school district or his/her designee is gained prior to the absence, except in the case of an emergency.
f. An absence is excused when it results from the attendance of a compulsory-school-age child at the proceedings of a court or an administrative tribunal if such child is a party to the action or under subpoena as a witness.
g. An absence may be excused if the religion, to which the compulsory-school-age child or child's parents adheres, requires or suggests the observance of a religious event. The approval of such absence is within the discretion of the superintendent of the school district or his/her designee, but approval should be granted unless the religion's observance is of such duration as to interfere with the education of the child.
h. An absence may be excused when it is demonstrated to the satisfaction of the superintendent of the school district or his/her designee that the purpose of the absence is to take advantage of a valid educational opportunity such as travel including vacations or other family travel. Approval of such absence must be gained from the superintendent of the school district or his/her designee prior to the absence but such approval shall not be reasonably withheld.
i. An absence may be excused when it is demonstrated to the satisfaction of the superintendent of the school district or his/her designees that conditions are sufficient to warrant the compulsory-school-age child's nonattendance.

4. If a compulsory-school-age child has not been enrolled in a school within fifteen (15) calendar days after the first day of the school year of the school that such child is eligible to attend or such child has accumulated five (5) unlawful absences during the school year of the pubic school in which such child is enrolled, the principal or school superintendent shall within two (2) school days or within five (5) calendar days whichever is less report such absences to the school attendance officer of the youth court or family court.

STEPS TO FOLLOW WHEN ABSENT

1. Bring the appropriate written excuse to the office on the day that you return to school (should contain your name, date, day/days of absence, reason for absence).
2. Present the note to office personnel.
3. Present your admission slip to each of your teachers for their initials as you go to class during the day.
4. Leave the admission slip with your last period teacher.
5. Be sure to check on and make up any work missed.
6. It is left to the discretion of the school to take phone messages when students are absent.

ABSENCES AND MAKE-UP WORK FOR ABSENCES

If a student has an excused absence and is allowed to make up work, it must be done under the following conditions:

1. Teachers and students should work collaboratively to arrange times for make-up work.
2. Make-up work must be requested and will be completed within three (3) days unless other arrangements are made in advance with the teacher.
3. Make-up work and tests will not be made up during the class nor will a student miss another class to do make-up work.
4. Students are responsible for making up any missed work, tests, or projects.
5. Grades not made up will be recorded as zero.
6. All make up work will be completed before final exam week.

PARENT RIGHTS AND RESPONSIBILITIES: FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA), AND PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

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

The right to inspect and review the student's education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal, building administrator or his or her designee, a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

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

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

South Tippah School District may disclose appropriately designated "directory information" without written consent, unless parent/guardian has advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the South Tippah School District to include this type of information from your child's records in certain school publications. Examples include: A playbill, showing your student's role in a drama production; the annual yearbook; honor roll or other recognition lists; graduation programs; school web pages; and sports activity sheets, such as for wrestling, showing weight and height of team members.

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

The South Tippah School District has designated the following information as directory information:

Student's name	Major field of study
Address	Dates of attendance
Telephone listing	Grade level
Electronic mail address	Participation in officially recognized activities and sports
Photograph	Weight and height of members of athletic teams
Date and place of birth	Degrees, honors, and awards received
The most recent educational agency or institution attended	The name/s of parent/s

Parents and eligible student may review this notice and prior to the commencement of each school year and no later than September 1 request in writing at the school site in attendance that all or any part of such information on their child not be made available to the public.

The rights under the Protection of Pupil Rights Amendment (PPRA) affords parents and students who are 18 or emancipated minors ("eligible students") certain considerations regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams.

These include the right to:

- *Consent* from parents before minor students are required to participate in any U.S. Department of Education funded survey, analysis, or evaluation that reveals information concerning the following areas:
  Political affiliations;
  Mental and psychological problems potentially embarrassing to the student and his/her family;
  Sex behavior and attitudes;
  Illegal, anti-social, self-incriminating and demeaning behavior;
  Critical appraisals of other individuals with whom respondents have close family relationships;
  Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
  Religious practices, affiliations, or beliefs of the student or student's parent; or
  Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.)
- *Receive notice and an opportunity to opt a student out of*--
  Any other protected information survey, regardless of funding;
  Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
  Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- *Inspect*, upon request and before administration or use--
  Protected information surveys of students;
  Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
  Instructional material used as part of the education curriculum.

South Tippah School District students in grades 6-12 participate in a survey as part of the evaluation of the Safe and Drug-Free Schools Program. This is administered at the beginning of the school year in all district schools. A parent may request that the student opt out of the survey by making a written request in the principal's office.

Physicians at the beginning of the school year provide Physical Examinations of students who plan to participate in sport-related activities. A parent may opt the student out of the physical examination and screening provided by the school if an examination is done by a physician of parent choice and record of such is provided school. Note that a physical examination is required to participate and to protect the immediate health and safety of the student/s.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA or PPRA. The name and address of the office that administers FERPA is the following:

Family Policy Compliance Office
Department of Education
Independence Avenue, S.W.
Washington DC 20202-4505

Federal Regulations state that parents have the right to know the qualification of their child's teacher. The district schools will notify those parents of a student whose teacher is not highly qualified, as defined in Federal Regulations Highly Qualified Teacher Definition, or should a substitute be needed for an extended

period (over 4 weeks). The district will also distribute to parents a school report card each year. Should a school, based on statistical data, be determined by the Mississippi Department of Education to be classified a dangerous school, parents will be notified. Should a Title I school, based on statistical data of student achievement and growth, be determined by the Mississippi Department of Education to be in School Improvement, parents will have the right to school choice and supplemental services as determined by the Act.

The district is providing a program for English Language Learners at each school.

ABOUT THE SCHOOL-PARENT-STUDENT COMPACT

As a component of the school-level parental involvement policy, each school advisory council that is served by the Title I program has jointly developed with parent representatives a school-parent-student compact. This compact outlines how parents, the school staff, and students will share the responsibility for improved student achievement. This compact provides the means to build and develop a partnership that will help children achieve the State's high standards.

The teacher and parent or guardian is encouraged to discuss with the students the responsibilities of all groups in this shared partnership to promote productive school experiences. Your signature on the last page of this handbook signifies agreement and commitment.

South Tippah School District

School-Parent Compact

Dear Parent/Guardian:
We value your role in working to help your child achieve high academic standards. The following is an outline of some of the ways you and school staff can build and maintain a partnership to share the responsibility for supporting your child's learning.

School's Responsibility:

1. Provide high quality curriculum and learning materials
2. Provide you with assistance in understanding academic achievement standards and assessments and how to monitor your child's progress
3. Provide opportunities for ongoing communication between you and teachers through, at a minimum:
   a. Annual parent-teacher conferences,
   b. Frequent reports regarding your child's progress, and
   c. Opportunities to talk with staff, volunteer in class, and observe classroom activities

Parent's Responsibility:

1. Encourage your child to attend school regularly
2. Encourage your child to show positive school behavior
3. Review your child's homework
4. Monitor television watching and encourage positive use of your child's extracurricular time
5. Volunteer in your child's school and classroom if time or schedule permits
6. Attend parent-teacher conferences and participate, when appropriate, in decisions relating to the education of your child.

Please review this School-Parent Compact with your child. This School-Parent Compact may be discussed with you during a parent-teacher conference as it relates to your child's school progress.

Thank you for your support and involvement in your child's education. Please contact the person listed below for more information.

Name: Melinda Marsalis
Title: Federal Programs Director
Telephone Number: 662-837-7156
Email Address: marsalism@stippah.k12.ms.us

SOUTH TIPPAH SCHOOL DISTRICT
INTERNET ACCEPTABLE USE POLICY

Computers in the South Tippah School District have network access to the Internet, a world-wide data highway that carries the freight of the information age, including electronic mail, digital video and sound, as well as traditional text documents. This is an incredible resource for our students. Unfortunately, there can be a down side. Some information on the Internet is not age appropriate for students. The South Tippah School District has adopted this acceptable use policy to ensure that students, parents, and teachers understand the appropriate use of the South Tippah District Network.

A. The South Tippah District is in compliance with the COPPA AND CIPA laws. CIPA requires that the District have in place a filtering system that will block inappropriate information.
B. COPPA requires that the District not disclose personal information about students on websites such as their full name, home or email address, telephone number and social security number. COPPA makes it illegal to transmit, or retransmit: copyrighted materials (including Plagiarism), threatening, harassing, or obscene material, pornographic material, or material protected by trade secret, and/or any other material that is inappropriate to minors.

PERSONAL SAFETY

1. Users will not disclose, use, disseminate or divulge personal and/or private information about himself/herself, minors or any others including personal identification information, etc.
2. The South Tippah School District will not disclose personal information about students on websites such as their full name, home or email address, telephone number and social security number.

EDUCATION OF STUDENTS ON INTERNET SAFETY

Each student will receive age appropriate education on acceptable online behavior. This will include:

1. The standards and acceptable use of internet services as set forth in the District's AUP
2. Student safety with regard to safety on the internet, appropriate behavior while on social networking sites or in chat rooms or email
3. Cyber-bullying awareness and response

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

ILLEGAL AND/OR UNACCEPTABLE USAGE

1. User agrees not to access, transmit or retransmit any material(s) in furtherance of any illegal act or conspiracy to commit any illegal act in violation of local, state or federal law or regulations and/or South Tippah School District policy.
2. User shall not access, transmit, or retransmit copyrighted materials (including Plagiarism), threatening, harassing, or obscene material, pornographic material, or material protected by trade secret, and./or any other material that is inappropriate to minors.
3. User shall not access, transmit or retransmit any material that promotes violence or the destruction of persons or property by devices including, but not limited to, the use of firearms, explosives fireworks, smoke bombs, incendiary devices, or other similar materials.
4. User shall not use the network for any illegal or unauthorized access, including but not limited to hacking.
5. User shall not access, transmit, or retransmit language considered offensive, defamatory, or abusive.
6. User shall not access, transmit or retransmit information that could cause danger or disruption or engage in personal attacks, including prejudicial or discriminatory attacks.
7. User shall not access, transmit or retransmit information that harasses another person or causes distress to another person.

SYSTEM RESOURCE LIMITS

1. User shall only use the South Tippah Schools system for educational and career development activities and limited, high quality self-discovery activities as approved by the South Tippah School District
   faculty members for a limited amount of time per week. Any information downloaded from the Internet should be related to a teacher-made classroom assignment or project. This requirement applies to any information such as computer software and not-print images. Teachers will have disks available for student use. Students will not be permitted to bring disks from other sources for use at school.
2. User agrees not to download large files unless it is absolutely necessary. If absolutely necessary to down load large files, user agrees to download the file at a time when the system is not being heavily used.
3. User agrees not to post chain letters or engage in "spamming" (that is, sending an annoying or unnecessary message to large numbers of people).
4. User agrees to immediately notify his/her teacher or other school administrator should user access inappropriate information. This will assist in protecting us against a claim of intentional violation of this policy.

USER RIGHTS

1. User shall have the responsibility to use computer resources for academic purposes only. Therefore, as mandated by CIPA, filtering will be utilized on all computers accessing the Internet. The only exception will be for academic research by a staff member with the approval of the school administration.

2. The South Tippah School District will fully cooperate with local, state or federal officials in any investigation related to illegal activities conducted through the user's Internet account.
3. Under no conditions should a user provide his/her password to another person or use another person's password.
4. User should not expect files stored on a school-based computer to remain private. Authorized staff will periodically inspect folders, and logs of network usage will be kept at all times. Routine review and maintenance of the system may indicate that user has violated this policy, school codes, municipal, state law or federal law. Parents of minor users shall have the right to inspect the contents of user's files.
5. Individual schools within the district may create additional guidelines and procedures **provided** they are consistent with this policy.
6. Use of the Internet is a privilege, not a right. Unacceptable and/or illegal use may result in denial, revocation, suspension and/or cancellation of the user's privileges, as well as disciplinary action imposed by school officials.

CONSEQUENCES FOR FAILURE TO FOLLOW TERMS AND CONDITIONS OF INTERNET ACCEPTABLE USE POLICY

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

ANY USER OF THE SOUTH TIPPAH SCHOOL DISTRICT INTERNET SYSTEM MUST Sign THE last page. (Any user is defined as student, student's parent and any teacher, administrator, staff, parent or community member using computers on campus.) **The student and parent must sign in the appropriate place and agree to the statements.**

SOUTH TIPPAH
SCHOOL DISTRICT
FRANK CAMPBELL, SUPERINTENDENT
402 GREENLEE AVENUE
RIPLEY, MISSISSIPPI 38663
TELEPHONE: 662-837-7156
FAX: 662-837-1362

JERRY CHILDS
Business Administrator
SONDRA GRAVES
Payroll/Accounting
STACEY STREET
Trans./Alt. School Director
MELINDA MARSALIS
FED. Programs/Testing Coord.
KAREN HURT
Food Service Supervisor
TWILA GOOLSBY
Director of Curriculum/Assessment
KAREN CHURCHILL
SPED Coordinator
PAT LONG
Administrative Assistant

7/6/2018

To: The Parents, Guardians, Staff and Faculty of South Tippah School District

In July of 2016, our school system underwent an official AHERA 3-year inspection which was completed by a licensed asbestos inspector. The system was found to be safe and with no threat of asbestos damaging materials to our students, faculty, and staff.

In addition to the AHERA inspection, we have a surveillance check twice per year in each of our schools to determine the status since the last check was made.

We will continue the above measures to help ensure our facilities are safe for everyone to work and learn.

Stacey Street

South Tippah School District Asbestos Coordinator

District Office Staff
Phone: 837-7156 or 837-7630 Fax: 837-1362
Bus Shop: 837-9600 or 882-1518 (cell)
Oscar Shannon Building 837-3677

Superintendent	Frank Campbell	662-837-7156
Assistant Superintendent and Career and Technical Director	Tony Elliott	662-837-9798
Administrative Assistant and Capital Assets Coordinator	Pat Long	662-837-7156
Business Administrator	Jerry Childs	662-837-7156
Accounts Payable and Payroll	Sondra Graves	662-837-7156
Food Service Supervisor	Karen Hurt	662-837-8779
Assistant Food Service Supervisor	Catriece Braddock	662-837-8779
Director of Special Education	Karen Churchill	662-837-7630
Special Education Assistant	Edna Griffin	662-837-7630
Professional Development Coordinator, SpEd Case Manager	Jayna McBride	662-837-3677
Director of Curriculum, South Tippah Pre-School Director, District Dyslexia Specialist	Twila Goolsby	662-837-3677
Director of Federal Programs, District Test Coordinator, EL Coordinator, Homeless Liaison, Foster Care Point of Contact	Melinda Marsalis	662-837-7156
Director of Transportation, Director of Alternative School, Assistant District Test Coordinator and Asbestos Coordinator, Teacher Licensure	Stacey Street	662-837-9600 662-882-1518
Fast Track, GED Teacher	Lisa Mauney	662-837-3677
Remediation Coordinator	Kali Buchanan	662-837-3677
Assistant Remediation Coordinator	Susan Smith	662-837-3677
Dyslexia Therapists	Cathy Ward and Regina Gandy Coats	662-837-3677
Technology Coordinator	Terry Foley	662-837-7583
Technology Director	Clint Stroupe	662-837-3677

Principals of the South Tippah School District

Blue Mountain School	Dr. Karen Letson	email: letsonk@stippah.k12.ms.us	Phone: 662-685-4706
Pine Grove School	Mr. Brad Pounders	email: poundersp@stippah.k12.ms.us	Phone: 662-837-7789
Ripley Elementary School	Ms. Ruby Bennett	email: bennettr@stippah.k12.ms.us	Phone: 662-837-7203
Ripley Middle School	Mr. Pat Mathis	email: mathisp@stippah.k12.ms.us	Phone: 662-837-7959
Ripley High School	Mr. Buck Buchanan	email: buchanang@stippah.k12.ms.us	Phone: 662-837-7583
Tippah Career & Tech. Center	Mr. Tony Elliott	email: elliottt@stippah.k12.ms.us	Phone: 662-837-9798

SOUTH TIPPAH SCHOOL DISTRICT
CALENDAR
2018-2019

July 30,31-Aug	1	Staff Development (no students)
August	2	Students 1st Day
September	3	Labor Day Holiday
September	28	1st Month Ends
October	5-8	Fall Break
October	9	Staff Development (no students)
October	31	2nd Month Ends
November	19-23	Thanksgiving Holidays
November	30	3rd Month Ends
December	17-18	EXAMS
December	18	4th Month Ends
December	18	60% day
December	19-Jan 1	Christmas Holidays
January	2	Staff Development (no students)
January	3	Classes Resume
January	21	M.L. King Holiday
January	31	5th Month Ends
February	18	Staff Development (no students)
February	28	6th Month Ends
March	11-15	Spring Holidays
March	29	7th Month Ends
April	19	Good Friday
April	22	Better Monday
April	30	8th Month Ends
May	21-23	EXAMS
May	23	60% day
May	23	Last Student Day
May	23	9th Month Ends
May	24	Graduation
May	24	Staff Development (no students)

THIS CALENDAR HAS 182 STUDENT DAYS AND 189 TEACHER DAYS

January 2nd, February 18th, May 24th, 2019 will be snow days if needed.
Staff Days will be added at the end of the year if needed.

RIPLEY MIDDLE SCHOOL
BELL SCHEDULE
2018-2019

FIFTH GRADE / SIXTH GRADE

7:20	**GO TO BREAKFAST OR FIRST PERIOD**
7:50	**WARNING**
7:55 - 8:45	**FIRST PERIOD**
8:48 - 9:36	**SECOND PERIOD**
9:39 - 10:27	**THIRD PERIOD**
10:30 - 11:28	**LUNCH AND FOURTH PERIOD**
11:32 - 12:20	**FIFTH PERIOD**
12:23 – 1:11	**SIXTH PERIOD**
1:11 – 1:23	**BREAK**
1:26 – 2:14	**SEVENTH PERIOD**
2:17 - 3:05	**EIGHTH PERIOD**

SEVENTH GRADE / EIGHTH GRADE

7:20	**GO TO BREAKFAST OR FIRST PERIOD**
7:50	**WARNING**
7:55 – 8:45	**FIRST PERIOD**
8:48 – 9:36	**SECOND PERIOD**
9:36 – 9:48	**BREAK**
9:51 – 10:39	**THIRD PERIOD**
10:42 – 11:30	**FOURTH PERIOD**
11:33 – 12:32	**LUNCH AND FIFTH PERIOD**
12:35 – 1:23	**SIXTH PERIOD**
1:26 – 2:14	**SEVENTH PERIOD**
2:17 – 3:05	**EIGHTH PERIOD**

Ripley Middle School Faculty List

Patrick Mathis-Principal
Bre Anna Heard-Assistant Principal
Emily Grissom-Counselor
Kim Benson-Secretary

5th Grade

Rachel Girley-Teacher
April Pounders-Teacher
Keena Duncan-Teacher
Mallory Hurt-Teacher
Olivia Chapman-Teacher
Robin Morton-Teacher
Lanedra Brooks-Sped Teacher

6th Grade

Melissa Criswell-Teacher
Hunter Brown-Teacher
Laura Green-Teacher
Haley Wallace-Teacher
Regina Wallis-Teacher
Katina Hill-Sped Teacher

7th Grade

Nathan Wooley-Teacher
Shelia Billingsley-Teacher
Tara Bridges-Teacher
Jessica Williams-Teacher
Carla Kuhl-Teacher
Rhonda Horton-Sped. Teacher

8th Grade

Regina Chills-Teacher
Ben Knight-Teacher
Reace McLemore-Teacher
Chris Smith-Teacher
Kelly Ward-Teacher
Rita Smith-Sped. Teacher
Belinda Miles-Technology Foundations

Other Staff Members

Dinora Ruedas –Full Time Substitute Teacher
Lisa Wilkerson-Sped Teacher
Shelly Akins-Librarian
Donna Schmitz-Gifted Teacher
Rhonda Bailey-Gifted Teacher
Norma Rodgers-Teacher/PE
Tim Jackson-Band Director
Jim Miller-Sped Assistant
Ann Carmack-Study Hall
Deborah Jourdan-Sped Assistant
Cheryl Johnson-Custodian
Keith Fox-P.E.
Ricky Flake-Custodian
Scott Kuhl-Custodian

ATTENDANCE POLICY

Regular and punctual attendance is of the utmost importance. The greatest single cause of failure or lack of interest in school work is irregular attendance. The parent or guardian should call the school office before 10:30 a.m. the day of the student's absence. (10 parent excused per year).

If the absence is excused, the pupil will be given a slip instructing teachers to allow make-up work within a three day period after the pupil returns. Excessive absences for reasons of illness shall require a letter from a physician

All students are to be seated in their classrooms when the second bell rings. Tardies will be recorded in each class. Excessive tardies (4 per 9 weeks grading period) will result in disciplinary action. (see page D 6)

WITHDRAWAL FROM SCHOOL

Any student desiring to withdraw from school is to go to the principal's office. A withdrawing student is to report to each of his teachers, homeroom teacher, and librarian with a withdrawal form which provides a place for the following:

(a) Return of textbooks
(b) Charges for lost or damaged books
(c) Current and/or withdrawal grade
(d) Any school indebtedness

Each person involved will indicate whether or not the student has settled all accounts. One copy of the student withdrawal form when completed is given to the student to present to the next school. Another copy is filed in the student's permanent record.

Withdrawal is not official and complete until the parent or guardian has contacted the school office. Before procedure is completed, the principal will secure whatever information is necessary to complete the students record.

CLUB AND ACTIVITIES

Requirements for electing class and club officers:

1. The student must have been enrolled in the Ripley Middle School System during the previous year.
2. The student must have passed all subjects scheduled during the previous year.
3. The student's conduct and deportment record for the previous year shall have evidenced traits of character, personality, and leadership that reflect credit and honor upon himself, the class, or club, and the community.

CLASS OFFICERS

Each class shall elect a President, Vice-President, and a Secretary/Treasurer, Student Council Representative (boy and girl) and favorites (boy and girl).

R-TEENS

The purpose of the R-Teens club is to help middle school girls to grow as a person. In addition to working toward the goals set forth in this purpose, it is the responsibility of each girl to serve in such a way and conduct herself in such a manner to reflect honor and credit on the name of the club.

BUS REGULATIONS

School buses will load and unload in the designated area each day. Stay away from curbs while buses load. While on the school bus you are under the supervision of the driver and your conduct and responsibilities are the same as if you were in the classroom. Do not cross the street into the bus loading zone after the buses start rolling.

DANGEROUS AND IMPROPER ITEMS

Improper and dangerous items categorized elsewhere in the handbook will be confiscated. Teachers are asked to pick up any of these discovered and bring them to the office.

GRADING AND GRADES

Report cards will be given out on the Thursday following each nine week period.

TEXTBOOKS

Textbooks are furnished by the State of Mississippi, and each student is responsible for those books issued to him. When Books are checked back in, they will be examined and if they have been damaged a fine will be assessed. Textbooks lost during the school year must be paid for before a new one can be issued. Grades and report cards will be withheld until a student's textbooks are returned or purchased.

TEACHER PUPIL RELATIONSHIP

The teacher is in charge at all times. No student shall show disrespect to any teacher at any time. Talking back or any gesture that shows disrespect shall be grounds for suspension.

LUNCHROOM

The lunchroom is operated for the convenience of the pupils. Meals are prepared and served in accordance with regulations of the Federal Lunch Program and the State Health Department.

Students who do not wish to buy lunch tickets may bring lunches from home to be eaten in the lunchroom during their regular lunch period. No student will have permission to leave the campus to eat lunch elsewhere.

When the student finishes his lunch, he is to take his tray, dishes, and cartons to the dishwashing window. THE SAME RULES OF GOOD MANNERS WHICH APPLY IN THE HOME SHALL APPLY IN THE LUNCHROOM.

An application for free lunches is issued. This form must be completed and turned into the office before a free lunch can be issued. Lunches are $2.00 per day. Free and reduced lunches are available after evaluation of application.

SMOKING AND GUM CHEWING

Students are not allowed to use tobacco in any form while on the school grounds, during school hours, or during school practices. GUM CHEWING is also PROHIBITED.

VISITORS

Visitors are to report to the office upon arrival on campus.

FIRE DRILL

1. A signal for fire drills is encoded in the intercom system and will be utilized in drills.
2. The teacher in each class will be responsible for his/her students. The teacher will dismiss the students in an orderly fashion (single file by rows) along that room's evacuation route out of the building to their designated area.
3. Teachers will be the last to leave the room and will see that ALL windows and doors are closed and all electrical appliances are disconnected.
4. Upon arriving at the designated outside area each teacher will check his/her roll and send a verbal report to the principal if anyone is missing. If there is a serious fire (or event) then teachers will go with students to the football field and stay until buses arrive.

EVACUATION ROUTES FOR RIPLEY MIDDLE SCHOOL

All sixth grade classes will exit the building from the West door on the 5th/6th grade wing. Gather in the parking lot next to the Band Hall.

All fifth grades classes will exit building from the East and South doors of the building. Gather in the area next to Kidz World.

All seventh grade classes will exit the building from the West door on the 7th/8th grade wing. Gather in the parking lot in front of the building near the Band Hall.

All eighth grade classes will exit the building from the East door on the 7th/8th grade wing. Gather in the area next to the academic rooms.

DETENTION / AFTER SCHOOL DETENTION

Students may be assigned to after school detention for rules violations. A letter will be sent home in advance to notify parents. It is the parent's responsibility to provide transportation. Failure to appear for detention can result in suspension.

CURRICULUM

Class periods will run from 7:50 A.M. to 3:05 P. M. All students will be dismissed at 3:05.

Students will be required to take basic courses offered in their respective grade: English, math, social studies, and science. Language arts in fifth and sixth grade will be an integration of English, reading, writing and spelling using an extended block of time. Eighth grade students will take computer discovery. Other educational opportunities will include band, physical education, computer education, and programs involving citizenship. Enrichment programs will be offered in academics and music. Mini-courses in different areas of interest will be offered from time to time.

ATHLETICS

Ripley Middle School promotes the following athletic activities: football, basketball, baseball and track. The school is also affiliated with District I, a division of the Mississippi High School Activities Association. The rules and regulations of the organization are followed in all sports contests. Participants in athletics must pass a physical examination and must have permission of their parents. They must also meet the academic requirements of the MHSAA.

CHEERLEADERS

Cheerleaders are selected on the basis of ability demonstrated in tryouts in the spring before a bi-racial panel of judges provided by the Universal Cheerleader Association. One squad of sixteen cheerleaders and a mascot will be chosen from grades

7th and 8th combined. All applicants receive a copy of the rules and regulations. Participants must pass a physical examination and must have permission from their parents. Any person who signs up to try out for cheerleader, must have attended Ripley Middle School during the fall semester of the current school year.

CLUBS AND ACTIVITIES

All clubs and activities will be expected to have educational value, and these will be cleared through the principal. The time for meetings will be at times other than regular class periods.

During the school year, information bulletins will have the news and activities of Ripley Middle School. The Yearbook will be published and orders taken. When orders begin, parents and students will be notified.

All Beta Club inductees must have NO grade lower than 84 for the first three nine weeks grading periods.

ANNOUNCEMENTS AND ASSEMBLY

Announcements that are school related will be made during the first ten minutes in the morning and the last ten minutes in the evening. Class interruptions will be kept to a minimum. A variety of programs will be held throughout the school year.

ARRIVAL AT SCHOOL

On arriving to school, students will enter the main building by way of the **front** hall doors.

Parents and visitors are to enter front center doors and report to the office. Upon arrival at school, students not eating breakfast are to go immediately to their homeroom.

Students eating breakfast will go immediately to the cafeteria, eat promptly, and go to their homeroom.

ABSENCE AND TARDINESS

All students are expected to attend school regularly and to properly apply themselves to the tasks assigned by their teachers. On returning to school after having been absent or tardy, students will report to the principal's office to validate the reason and to receive an admittance slip before going to class. Accumulated absences and tardies must be turned over to the Attendance Officer. Missing more than fifty percent of class time will count as an absence in that class.

EXEMPTION FROM FINAL EXAMS-GRADES 5-12

All exemptions are determined on a class by class basis.
Students can be exempt from final exams in one of two ways:

1. The students enrolled in a full year (1 credit) course are permitted exemptions the last semester if they have a yearly average of 90 or above, seniors a yearly average of 90 or above. The students enrolled in a one semester course are permitted exemptions at the end of the semester.
2. Students who have perfect attendance for the year shall be exempt, provided they have passing grades.

PHONE MESSAGES

If a message MUST be delivered to a student, parents should make that request before 2:30 P.M.

CHECKING OUT DURING THE SCHOOL DAY

Students must remain in school the full teaching day unless they are picked up by their parents or guardian and checked out through the office.

A student will not be called to the office after 2:45 P.M. for early dismissal. After this time parent/guardian will have to wait until school is out. Buses will be arriving from the elementary school and the parking lot will be blocked for the buses to leave first. This is done for the safety of all students.

Students who receive private music lessons away from the Middle School campus must schedule those so as not to conflict with an academic class. Prior to the first time the music student is picked up for a lesson, the parent/guardian must sign the student out in the school office. At that time a schedule should be filed with the school secretary so that the teacher will know when the student is to be picked up and returned to school.

GENERAL RULES

Students may not drive an automobile, ride a bicycle, motorcycle, or other self-motored vehicle to school.

Students may not use the telephone. The office will place any necessary calls for a student.

Students will not sell or deliver sales of anything at school.

APPEARANCE AND BEHAVIOR

The policies adopted by the South Tippah School Board are included in this handbook. The principal is available should there be a question regarding these policies.

All students will be expected to come to school clean, neat and appropriately dressed. When appearance becomes destructive to the learning process, the child and/or parent will be informed and corrective action taken.

Good behavior is a part of good education. For the student who disturbs the learning process, disciplinary action will be taken. Teachers will take care of discipline in the classroom, hall, and on the school grounds. Should teacher intervention not stop the problem, the parent or guardian will be contacted.

When teachers want or need assistance, students will be sent to the principal's office.

Disciplinary techniques may include, but not be limited to, special assignments, reprimands, elimination of break , detention within a classroom during break, a parent or guardian notified, in-school suspension, suspension from school, paddling, alternative school, and expulsion. Habitual misbehavior also will be a factor in the discipline process. The choice of the punishment will relate to the seriousness of the offense.

RULES FOR CLASS AND SCHOOL

- Bring proper materials to class and be in seat when tardy bell rings.
- Raise hand for permission before speaking or leaving seat.
- Keep hands, feet, and objects to self.
- Show respect for staff and faculty, other students, and the possessions of others.
- Use appropriate language. Use no obscene words. Use proper voice tone and level.
- Do not mark or deface walls nor any school property.
- Do not stay in rest room longer than necessary.
- In the cafeteria and elsewhere use good manners.
- If a student must be in the hall during class time, permission and a pass must be obtained from the teacher.
- Do not visit with friends on the bus parking lot during loading and unloading times in the morning or afternoon. In the afternoon board the bus immediately; or if not riding a bus, wait for parent on the sidewalk in front of the Middle School (not in front of vocational building or the gym area).
- Accept supervision from all faculty and staff whether they are your teacher or not. The administration, faculty and staff care about your well-being.
- Report to the principal or faculty any infraction to school safety.
- In addition to the above rules, students will obey rules in their respective classrooms.

DISCIPLINE PLAN FOR CLASS, BUILDING, AND CAMPUS

1. If a student is disruptive, appropriate action will be taken by the supervising teacher.
2. If a student continues to misbehave and to disobey instruction, the teacher will contact the parent/guardian or send a written discipline report to the principal who will take disciplinary action. These reports will be filed in the student's record.
3. If previous action does not result in appropriate behavior, a conference will be arranged with two or more of the following: teacher, student, counselor, parent, and principal.
4. If a student continues to misbehave, in-house or at-home suspension will be given, as determined by the principal. Parent will be notified in writing or by phone. To be readmitted to classes, the student and parent will conference with principal and/or staff member.
5. For SEVERE DISRUPTION a student will be immediately removed from the class and sent to the principal's office for appropriate discipline.
6. Should in-house or at-home suspension be given, a student may not participate in nor attend any school event or activity during the time suspended.
7. Should a student be assigned alternative school, that student may not participate in nor attend any school event or activity during the time enrolled there.

RIPLEY MIDDLE SCHOOL AWARDS PROGRAM

The Ripley Middle School Awards Program has been established for the purpose of recognizing and honoring students who excel in scholastic accomplishments. This program demonstrates the commitment of the school to academic achievement as its primary objective, and through it, students will be encouraged to reach the highest levels of their academic ability.

The Peoples Bank, as an exemplification of that institution's concern for excellence in education and the advancement of American ideals in our community, is a co-partner in buying award pins for this program. The Westside Trophy Shop provided the valedictorian and salutatorian trophies.
Enrichment, Inc., provides Enrichment certificates for all students who have an "A" average in core subjects. Members of Enrichment decorate the stage for the program.

Students will be recognized according to the following plan:

- PRESIDENTIAL ACADEMIC AWARDS will be given to eighth grade students meeting requirements for that award program.
- EXCELLENCE AWARDS will be given to students having no grade less than 90 in all subjects. (All A's by the letter system; we now go by a number system.)
- HONOR AWARDS will be given to students having an overall 90 or better **average** but have no grade/s lower than 80 in certain area/s. (Mostly A's by the letter system)
- ACADEMIC AWARDS will be given to students that have a "B" average. ("B" range by the letter system)
- SUBJECT AREA AWARDS will be given to one student **in** each grade in each core subject who has the highest average in that subject area**.** (English award, math award, for example)
- CITIZENSHIP AWARDS will be given to students that had no detention during the school year.
- PERFECT ATTENDANCE AWARDS will be given to students who are not absent nor tardy during the school year**.** The Ripley Middle School perfect attendance policy is that only students who have never missed any class nor been tardy to school or to class shall receive the PERFECT ATTENDANCE award at the end of the school year.
- VALEDICTORIAN AWARD will be given to the student in the eighth grade who has the highest average in all subjects.
- SALUTATORIAN AWARD will be given to the student in the eighth grade who has the second highest grade average in all subjects.
- ATHLETIC AWARD S and CHEERLEADER AWARDS will be presented at athletic banquets. If not presented then , they will be presented awards day..
- SPELLING BEE AWARDS will be given to three school winners and any winners regionally, state or nationally.
- MATH AWARDS will be given the school, regional, state winners in Math Count competition and other scholastic competition.
- SCIENCE AWARDS will be given to the school, regional and state winners in Science Fair and other scholastic competition.
- BAND AWARDS will be given to students chosen through tryouts to represent Ripley Middle School at Northeast Mississippi Band Masters Association State Band Clinic in Biloxi and to those designated to represent Ripley Middle School at the Northeast Mississippi Band Directors Association.
- The principal may approve other special awards recommended by the faculty to the office.

SCHOOL SPIRIT

School Colors: Black and Gold

Mascot: The Tiger

THIS PAGE MUST BE SIGNED BY THE PARENT/GUARDIAN AND STUDENT AND RETURNED TO THE HOMEROOM TEACHER.

STUDENT'S NAME _____

ADDRESS _____

TELEPHONE NUMBER _____

PARENT/GUARDIAN'S WORK NUMBER _____

This certifies that I have read the rules and regulations stated in this handbook and understand the policies as outlined. I further recognize the school home responsibilities as stated in the School/Parent Compact.

_____
Signature of Parent/Guardian Date

_____
Signature of Principal Date

_____
Signature of Teacher Date

Internet Appropriate Use Agreement

I have read the South Tippah School District Internet Appropriate Use Agreement. I understand and will abide by the terms and conditions as stated.

_____
* User's Signature (Student) Date

As a parent or guardian of this student, I have read this Acceptable Use Policy for Internet access and usage. I understand that this access is for educational purposes and the South Tippah School District has taken precautions to eliminate controversial materials and I will not hold the South Tippah School District responsible for materials acquired on the network. Further, I accept full responsibility for supervision is and when my child's use is not in a school setting. I hereby give my permission for my child's access and use of the Internet in the South Tippah School District.

_____
Signature of Parent/Guardian Date

*(Any user is defined as student, student's parent and any teacher, administrator, staff, parent or community member using computers on campus)

South Tippah School District
Vision Statement, Mission Statement, And Belief Statement

VISION

The South Tippah School District
desires to be an "A" level school district
under the current accountability standards
in the state of Mississippi.

MISSION

The mission of the South Tippah School District
is to properly and safely educate all students
within the school system so that all students
can be successful at their next level of endeavor.

BELIEF

It is the belief of the South Tippah School District
that all children are capable of learning
if empowered and motivated to do so.

Adopted June 14, 2011