

**ABERDEEN ELEMENTARY
BELLE-SHIVERS MIDDLE
ABERDEEN HIGH SCHOOL**



**STUDENT/PARENT HANDBOOK
2023-2024**

BOARD OF TRUSTEES

2023 – 2024

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SUPERINTENDENT

Andrea Pastchal-Smith, Ph.D.

Dear Parents/Guardians,

Welcome to the 2023-2024 academic school year! I hope the summer was relaxing and spent amongst family and friends. I am honored to continue serving as Superintendent of the Aberdeen School District. Our schools are committed to educational excellence and deeply enriched by a supportive school community of students, parents, faculty, and staff. Together, we will continue to assist all students in reaching their highest academic and emotional aptitude in preparation for success in an evolving global society.

The Aberdeen School District Student Handbook guides our district's practices, guidelines, and procedures. It is assessed annually by a committee of administrators to provide the highest quality educational experience for our students. We have set high standards for our district, many of which are included in this Handbook. Please take the time to familiarize yourself and your child(ren) with the Handbook. Each document shows our school district's commitments and priorities to our students. Student familiarity and compliance with expectations help ensure a healthy school climate conducive to learning. Please also take some time to review district policies and regulations, which are all fully updated and available on our website.

As we look forward to the new school year, we anticipate collaborating with you as we continue to provide robust and comprehensive educational and co-and extracurricular opportunities for all students.

On behalf of the Aberdeen School District, I sincerely thank you for supporting our schools and for the opportunity to work with you as a leader of this extraordinary district. I wish each of you a wonderful and productive school year!

If you have any questions or concerns, please do not hesitate to contact me at 662-369-4682.

Educationally yours,

Andrea Pastchal-Smith, Ph.D.

Andrea Pastchal-Smith

INTRODUCTION

STUDENT/PARENT HANDBOOK

TABLE OF CONTENTS

District Leadership Team and Organizational Chart 4
Vision/Mission/Strategic Plan 6
Admissions 7
Verification-Residency Requirements 7
Release of Information on Students 8

ATTENDANCE POLICY

Attendance 9
Absences 9
Tardy to School 10
Perfect Attendance 10

GENERAL INFORMATION

Care of School Property 10
Cell Phone/Electronic Devices 10
Asbestos Hazard Emergency Response Act 11
Deliveries to School 11
Emergency School Closing 11
Emergency Drills 11
Dress Code 17

FERPA

Food Service 11
Medical Information 12
Asthma/Anaphylaxis 12
Asthma Medication Policy 12
Communicable Diseases 12
Immunizations/Vaccines 13
Medication Taken at School 13
Parent Portal 13
Parent's Right to Know 13
Parent/Teacher Conferences 14
Section 504 of the Rehabilitation Act 1973 14
Special Education 14
Child Find 14
Gifted Program 14
Multi-Tier Support System 15

GRADING

Promotion and Retention 16
Numerical Grading System K-12 16
Report Cards and Progress Reports 16
Honor Roll Requirements 17

STUDENT CONDUCT

Acceptable Use Policy 17
Student Transportation 18
Discipline Plan 19
Discipline Infractions/Consequences 19
Prohibited Acts 23
Due Process 24
Code of Conduct 24
Student Code of Conduct 24

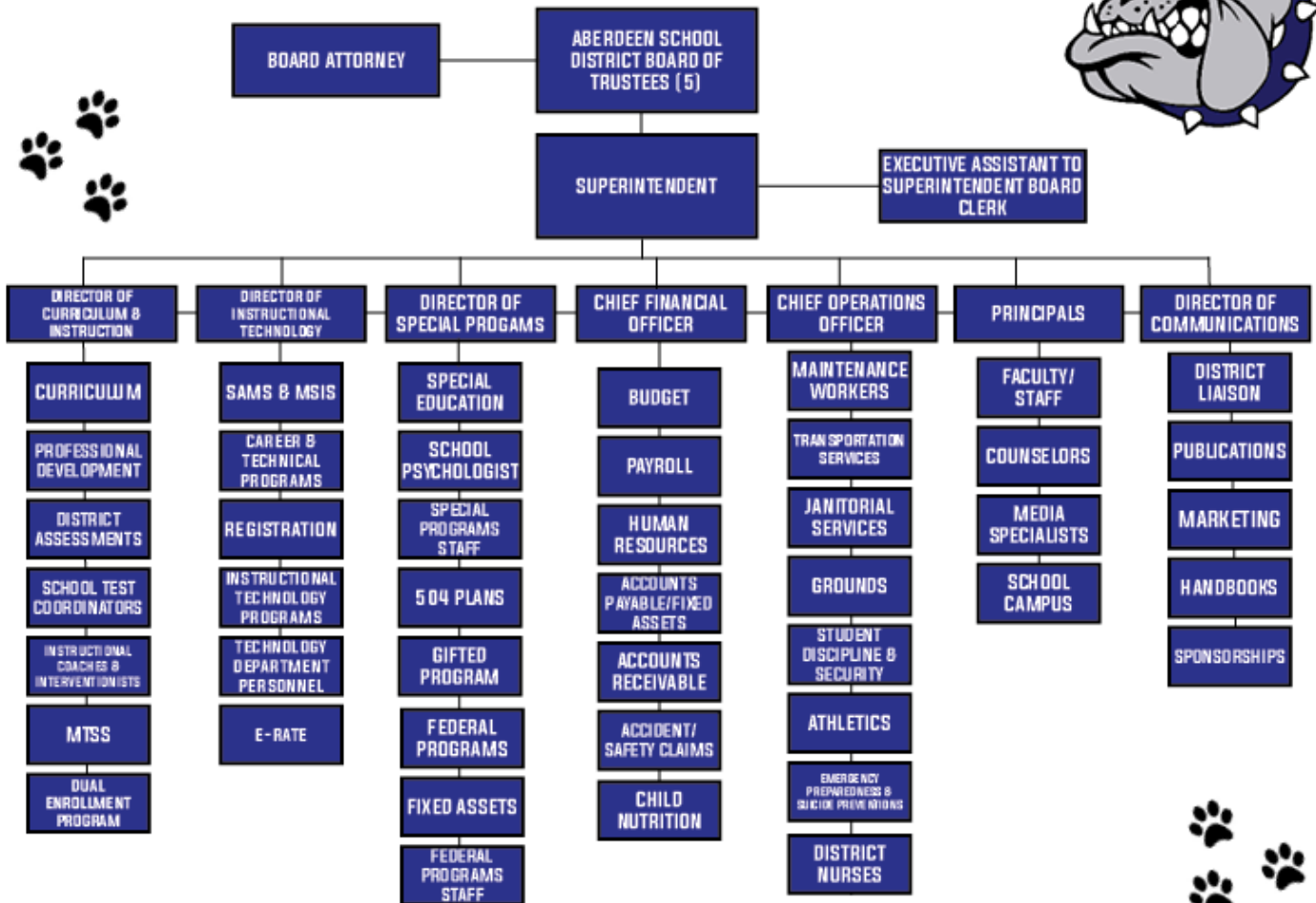
ABERDEEN HIGH SCHOOL

Student Vehicles 26
Tardies 26
Changing Schedules 26
Nine Weeks Exam 27
Nine Weeks Exam Exemption 27
Early Release 27
Credit Recovery 27
Grade Level Classification 27
Athletes & Activities Eligibility 27
Transcripts 28
MS Diploma Endorsement Options 28
End of Course State Testing 28
Graduation Requirements 29
Class Rank 29
Calculation Timeline 29
Calculation of Yearly Averages 29
Failed/Repeated Course 30
Selection of Valedictorian and Salutatorian 30
Mr. and Miss AHS 30
Student Council 30
Homecoming Queen/Court 30
Special Programs 31

DISTRICT LEADERSHIP

| | |
|---------------------------|--|
| Dr. Andrea Pastchal-Smith | Superintendent |
| Latasha Campbell | Chief Financial Officer |
| Willie Brandon | Chief Operations Officer |
| Dr. Keila Glenn | Director Special Programs |
| April Hazzle | Director of Instructional Technology |
| Candi Moore-Saul | Director of Curriculum and Instruction |
| Latosha Hubbard | Director of Food Service |
| Ashli Coggins | Director of Communications |

ABERDEEN SCHOOL DISTRICT 2023-2024 ORGANIZATIONAL CHART



School Contact Information

| | | |
|---|--|--|
| Aberdeen Elementary School Grades K – 4 th 508 Commerce Street Aberdeen, MS 39730 (662) 369-4783 Phone (662) 319-9216 Fax Dr. Natasha Cheeks, Principal Marilyn Chandler, Assistant Principal Donna Hoskins, Instructional Coach Sheraton Crosby, Counselor Regina Boone, Secretary | Belle-Shivers Middle School Grades 5-8 518 West Vine Street Aberdeen, MS 39730 (662) 369-6241 Phone (662) 319-8932 Fax (Shivers Office) (662) 369-0911 Fax (Belle Office) Kristen Fondren, Principal Alexis Bush-Logan, Assistant Principal Joseph Stone, Assistant Principal Kashia Dowden, Counselor M. Renata Collins, Secretary Temeka Lewis, Secretary | Aberdeen High School Grades 9-12 205 Highway 145 North Aberdeen, MS 39730 (662) 369-8933 Phone (662) 369-3321 Fax Tracy Fair, Principal Andrei Brownlee, Assistant Principal Dallas Jones, Secretary Olivia Binder, Secretary |
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MISSION STATEMENT:

The mission of the Aberdeen School District is to inspire ALL students to become problem-solvers, lifelong learners, and productive members of society.

VISION STATEMENT:

Student centered, Student focused, Student driven

DISTRICT MOTTO:

The Right Way...Every Day...The Bulldog Way!

THEME:

Never Stop Growing... Be the Change You Want to See in ASD!

GOALS AND STRATEGIC PLAN 2023-2024

1. Increase the academic achievement of all students
 - a. Implement a district-wide curriculum that is aligned to Mississippi's academic standards.
 - b. Implement programs and practices that meet the individual educational needs of our students.
 - c. Effectively integrate technology into curriculum and instruction.
 - d. Develop goals to monitor and support student achievement.
2. Attract, retain, and develop quality teachers and staff.
 - a. Provide professional development and supports to improve teacher and staff effectiveness.
 - b. Increase educator effectiveness.
 - c. Promote a positive work environment for teachers and staff.
 - d. Maintain competitive salary; incentive pay and benefits.
 - e. Increase teacher recruitment effectiveness.
3. Maintain effective and equitable resources to support the mission and vision of the school district.
 - a. Maximize revenues and funding sources.
 - b. Accommodate growing student enrollment.
 - c. Develop and implement a five-year capital plan.
 - d. Effectively manage grants and partnerships.
4. Establish a culture of pride, trust, and respect in schools that fosters a safe and secure learning environment.
 - a. Develop and refine school-based programs and initiatives that promote positive behavior and student success.
 - b. Ensure facilities and resources contribute to a safe and secure environment.
 - c. Develop and implement a comprehensive emergency preparedness plan.
5. Communicate with stakeholders to foster student opportunity and enhance relationship with community partners.
 - a. Host events and activities that promote parent and community involvement.
 - b. Strengthen and maintain partnerships with community organizations.
 - c. Engage in proactive communication with parents and the community.
 - d. Promote customer service to better serve our stakeholders

ADMISSIONS

1. In accordance with the laws of the State of Mississippi, in order to be admitted to pre-kindergarten students must be 4 years of age on or before September 1 of the current school year. Kindergarten students must be 5 years of age on or before September 1 of the current school year. First-grade students must be 6 years of age on or before September 1 of the current school year.
2. A certified birth certificate or documentation as permitted by MS Code 37-15-1 should be presented upon admission. The birth certificate must be from the Bureau of Vital Statistics or from the State Department for students born overseas. The principal or his/her designee must verify the birth certificate.
3. Students must present an up-to-date original immunization record. Beginning with the 2012-2013 school year, all students entering 7th grade are required to have the Tdap (tetanus, diphtheria, and pertussis) vaccination.
4. If a student is transferring into an Aberdeen School District from a school accredited by a state or regional accrediting agency a report card or transfer papers from the previous school attended will be used for temporary class placement.
6. Students transferring into an Aberdeen School from a non-accredited school or home schooling must be given appropriate placement tests (grades K-5) as determined by school officials.
High school students must also provide documentation of Carnegie units earned.
7. A copy of the student's Social Security Card may be requested as needed.
8. Students will be enrolled in the Aberdeen School District only if they are residing with their parent or legal guardian and said parent **or** legal guardian resides within the Aberdeen School District. The Aberdeen School District will not recognize or accept guardianship papers for health and school purposes only. Partial guardianship of the student by a resident within the district will not be recognized as meeting full legal guardianship.

(See Policy JBC)

MISSISSIPPI COMPULSORY SCHOOL ATTENDANCE LAW

Every absence, excused or unexcused, (including suspensions), is a learning opportunity lost and can have significant impacts on a student's success in school and life. There are two laws from Mississippi Code, Title 37, that govern the attendance work of this office.

The Office of Compulsory School Attendance Enforcement is responsible for ensuring that all Mississippi students are afforded the opportunity to attend school and to enforce the Mississippi Compulsory School Attendance Law [§37-13-91](#) of the Mississippi Code 1972 Annotated. The law governs compulsory school attendance. It requires a parent, legal guardian or custodian who has legal control or charge of a child age six (6) to seventeen (17) enroll him or her in an education program (i.e. public, private or home school). Student enrollment must occur except under the limited circumstances specified in subsection three (3) of §37-13-91 which includes, but are not limited to, sending the child to a state approved, nonpublic, or educating the child at home in an organized educational program. July 1, 2003, the law was amended to include the following: a child, five (5) years of age, who enrolls in public kindergarten, will have to abide by the same guidelines as outlined in §37-13-91.

In each school district within the state, School Attendance Officers are the resources of this office for ensuring the statute of the Mississippi Compulsory School Attendance Law through adequately enforcing the provisions of the law. Mississippi Code §37-13-89 is the governing statute under which our SAOs perform their duties.

VERIFICATION OF RESIDENCY REQUIREMENTS

Definition of Residence for School Attendance Purposes: The student physically resides full-time week days/nights and weekends at a place of abode located within the limits of the Aberdeen School District.

1. The parent(s) or legal guardian(s) of a student seeking to enroll must provide the Aberdeen School District with a current utility bill (within

30 days) and at least one of the items numbered (1) through (9) below as verification of their address. A document with a post office box as an address will not be accepted.

- 1) Mortgage documents or property deed
 - 2) Apartment or home lease (signed original)
 - 3) Utility bills
 - 4) Driver's license
 - 5) Filed Homestead Exemption Application form
 - 6) Voter precinct identification
 - 7) Automobile registration
 - 8) Affidavit and/or personal visit by a designated school official
 - 9) Any other documentation that will objectively and unequivocally establish that the parent or guardian resides within the school district
2. If you are the legal guardian/custodian of the student, you must also provide documentation titled "Letters of Guardianship", a custodial court order issued by a judge appointing you as guardian, or a Power of Attorney as set out in [MS Code 93-31-5](#).
 3. If you cannot meet the requirements for residency, you must meet with the Superintendent's designee to determine whether your child will be eligible for enrollment under an Affidavit of Residency. Both the parent and the resident must be present at the meeting and provide the documentation required in item 1.
 4. If the Aberdeen School District receives a complaint regarding the residence of a student, the district is required to take action to further verify legal residency including, but not limited to, follow-up visits to the resident's address by school officials.
 5. At any time that a student's address changes, the parent/guardian must provide the new address information to the school's office. The school will **NOT** be held responsible for information not received as the result of incorrect or outdated address information.
 6. Students who have been expelled from a school in another district may not enroll in school in the Aberdeen School District until the expulsion timeframe has expired. ([See Policy JBC](#))

RELEASE OF STUDENT INFORMATION DIRECTORY INFORMATION

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance to colleges, military organizations, prospective employers, and other legitimate groups determined to operate in the student's best interests. A parent may request that directory information about his/her child be withheld from release by submitting a written request to the principal within fifteen (15) days of the first official day of the year stating that identifiable information regarding the student be deleted from school publications and/or social media. ([See Policy JRA](#))

ATTENDANCE

Good attendance, with a minimum of tardiness and absenteeism, is essential if students are to gain maximum benefit from the school district's instructional program. The administrative regulations shall include (but not limited to) the counting and reporting of students to the Mississippi Department of Education for attendance purposes. Initial administration regulations and any future changes to such administrative regulations shall be reviewed and may be approved by the school board before implementation.

The rules shall specify that no absence will be excused when it is due to suspension, expulsion, or other disciplinary action [see MS code '37-13-91 (4)]. However, to avoid adopting a policy or administrative rule that would ensure a student's failure, the district may choose to adopt a provision that permits or requires suspended students who are not immediately placed in an alternative school program to make up work within specified deadlines.

Attendance Reporting

In order for a student to be considered as having attended school for a full day, the school board specifies that each student must be present for 63% of his or her individual Instructional day as fixed by the local school board for each individual school. For purposes of reporting absenteeism, a student who has an absence that

is more than thirty-seven percent (37%) of the student's instructional day, as fixed by the school board for the school at which the student is enrolled, shall be considered absent the entire school day.

The Superintendent shall develop and submit for the board adopted a policy which includes:

1. A definition of the instructional day for each individual school so that the 63% of the instructional day can be computed for each student within the school district's individual school.
2. A process for computing 63% of the instructional day for each student within the school district's individual schools.

Unexcused Absence: An absence for an entire school day or during part of a school day when such absence is not due to a valid excuse.

Check-in and Check-out Procedures

Students checking in during the school day must be accompanied **and** signed in by an adult. In the event it becomes necessary for a student to leave school during the school day, they must be checked out by an individual listed as an emergency check out on their student record. Check-ins and check-outs will only be excused for valid reasons presented in this handbook.

Students are not allowed to leave the school campus during school hours for any reason without the knowledge and consent of the administration. Parents may not call the school to have their child checked out over the phone.

No checkouts will be allowed while off-campus on a field trip unless a parent or guardian accompanies that student on the trip. Students being checked out from field trips must be signed out before leaving the field trip. Students may not be checked out after 2:00 p.m. unless the principal or designee deems that is an emergency.

ABSENCES

The Aberdeen School District shall comply with the requirements of the **Mississippi Compulsory School Attendance Law (MS Code '37-13-91)**. Appropriate reports as required by law shall be provided to the Mississippi Department of Education's Office of Compulsory School Attendance Enforcement.

Reporting of Absences

If a compulsory school-age child has not been enrolled in school within fifteen (15) calendar days after the first day of the school year or if a child has accumulated five (5), ten (10), or twelve (12) unlawful absences during the school year, the superintendent's designee will report such absences to the school attendance officer within two (2) school days or within five (5) calendar days, whichever is less. The superintendent and principals shall cooperate with the school attendance officer employed by the Mississippi Department of Education, pursuant to '37-13-85.

Unlawful absences / Valid Excuses

An "unlawful absence" is an absence during a school day by a compulsory-school-age child, whose absence is not due to a valid excuse for temporary nonattendance. Days missed from school due to disciplinary suspension shall not be considered an "excused" absence under this section.

Each of the following shall constitute a valid excuse for temporary nonattendance, provided satisfactory evidence of the excuse is provided to the superintendent or his designee:

1. Attendance at an authorized school activity with the prior approval of the superintendent of the school district or his designee.
2. Illness or injury which prevents the student from being physically able to attend school.
3. When isolation is ordered by the county health officer, by the State Board of Health, or an appropriate school official.
4. Death or serious illness of a member of the immediate family, which includes children, spouse, grandparents, parents, brothers, sisters, stepbrothers, and stepsisters.
5. A medical or dental appointment with an excuse from the attending medical professional/ receptionist.
6. Attendance at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness.
7. Observance of a religious event, with the prior approval of the superintendent or his designee. (Approval should not be withheld unless, in the professional judgment of the

superintendent or his designee, the extent of the absence would adversely affect the student's education.)

8. Participation in a valid educational opportunity, such as travel including vacations or other family travel, with the prior approval of the superintendent or his designee. (Approval shall be based on the professional judgment of the superintendent or his designee but shall not be withheld unless the extent of the absence would adversely affect the student's education.)
9. Other conditions are sufficient to warrant nonattendance, with prior approval of the superintendent or his designee. However, no absences shall be excused when any student suspensions or expulsions circumvent the intent and spirit of the compulsory attendance law. ' 37-13-91 (4)
10. An absence is excused when it results from the attendance of a compulsory-school-age child participating in officially organized events sponsored by the 4-H or Future Farmers of America (FFA). The excuse for the 4-H or FFA event must be provided in writing to the appropriate school superintendent by the Extension Agent or High School Agricultural Instructor/FFAAdvisor.
11. An absence is excused when it results from the compulsory-school-age child officially being employed to serve as a page at the State Capitol for the Mississippi House of Representatives or Senate.

TARDY TO SCHOOL

Tardy Policy

The district recognizes that regular attendance and punctuality are important if students are to obtain maximum benefits from the educational process and develop good work habits that carry over into their adult life. Parents and students are expected to abide by the Compulsory School Attendance Law.

PERFECT ATTENDANCE

Regular student attendance is vital in order for students to be successful. Students are recognized for displaying perfect attendance. Perfect attendance is for students who are present

100% of every single school day in the year with no check-ins or check-outs. Tardiness and early check-outs are not considered perfect attendance.

CARE OF SCHOOL PROPERTY

According to state law, a parent, legal guardian, or custodian of a compulsory school-aged child enrolled in a public school district shall be responsible financially for his or her minor child's destructive acts against school property or persons. Miss. Code Ann. §37-11-19. *Refer to School Board Policy JCBD and EBCA.*

A parent may also be requested to appear at school by an appropriate school official for a conference regarding acts of the child. The district may also institute legal proceedings against the parent.

CELL PHONES/ELECTRONIC DEVICES

The use of any electronic communication devices is prohibited during statewide tests or in the classroom setting except when used in conjunction with direct teacher supervision of students or instruction and at the request of the teacher or principal. Cell phones should not be visible while students are in the classroom. Only at Aberdeen High School are students permitted to have cell phones during breakfast, lunch, and class exchanges. Recording happenings inside the school is prohibited and will be subject to disciplinary actions.

Any student violating this policy shall be subject to having such equipment or communication device temporarily confiscated by any school official and/or temporary or permanent suspension from the possession of such device for the remainder of the school year.

Consequences for possession of a cell phone and/or other prohibited electronic devices:

- 1st offense – phone is held until the end of the school day.
- 2nd offense - \$15.00 fine or phone held 5 school days in the office.
- 3rd offense - \$25.00 fine or phone held 10 school days in the office.
- 4th offense - \$35.00 fine or phone held 20 school days in the office.

Each successive cell phone and/or other electronic device violation will result in the

phone being held and additional 5 school days added or \$5.00 added to the number of previous consequences. Fines may not be paid over the phone.

Refusal of the student to immediately turn off the cell phone and/or other prohibited electronic device will result in disciplinary action as warranted for insubordination and/or defiance. The Aberdeen School District and its employees have no financial responsibility for items that have been confiscated, lost, or stolen.

DELIVERIES TO SCHOOL

Schools will **NOT** accept **DELIVERIES OR SNACKS** for the students.

EMERGENCY SCHOOL CLOSING

The Aberdeen School Board/Superintendent recognizes and accepts its duty and authority to maintain and operate all the schools under its control for such-length of time during the year as may be required. 37-7-301(m)

The superintendent is authorized to declare an emergency and to close schools and district offices or dismiss them early in event of natural disaster, inclement weather, or other emergencies which threaten the safety, health, or welfare of students or staff members. The superintendent will take such action only after consultation with transportation, emergency management, weather authorities, or other agencies as necessitated by the circumstances.

EMERGENCY DRILLS

The superintendent shall ensure that the principal and staff at each school conduct regular safety drills in event of an emergency related to fires, weapons, weather, or major loss of power. It shall be the duty of the principals and teachers in each building of this school district to instruct students in the methods of drills; and to practice drills until all students in the school are familiar with the methods of escape. Drills shall be conducted often enough to keep students well aware of emergency situations. Principals and teachers will instruct students in all programs of emergency management as may be designated by MDE.

It shall be the further duty of such principals and teachers to develop and conduct an active shooter drill within the first sixty (60) days of each new school semester for students, teachers, and staff. (MS Code 37-11-5)

ASBESTOS HAZARD EMERGENCY RESPONSE ACT

The Aberdeen School District performs an annual Asbestos Hazard Emergency Response Act (AHERA) inspection. The purpose of this inspection is to determine if the district is in compliance with the requirements of AHERA. Records of the inspection are kept on file and may be viewed at any time.

FERPA (Policy JRAB)

The Family Educational Rights and Privacy Act (FERPA) records are identified as any item of information or record (in handwriting, print, computer media, video or audio tapes, film, microfilm, microfiche, or other medium) maintained by the school district, an employee of the district, or an agent of the district which is directly related to an identifiable student. Parents and eligible students have the following rights under FERPA:

- a. The right to inspect and review the student's educational record
- b. The right to exercise limited control over other people's access to the student's educational record
- c. The right to seek to correct the student's educational record, in a hearing, if necessary
- d. The right to report FERPA violations to the Mississippi Department of Education
- e. The right to be informed about FERPA rights.

In accordance with current Federal and State laws, military recruiters and institutions of higher learning are entitled to receive the name, address, and telephone listing of high school juniors and seniors. Providing this information is consistent with FERPA. Parents may opt out of having this information released to military recruiters by submitting a request in writing.

FOOD SERVICES

It shall be the responsibility of the principal or designee to arrange the schedule so that the students

will, at all times, enter the cafeteria, eat their lunch, and return to their classrooms in an unhurried and relaxed manner. Teachers need to be with their class in the serving line to keep the line moving and monitor the behavior of their students. Teachers will be served through the serving line as well.

Any activities that will affect the lunchroom or school lunch program should be communicated with the cafeteria manager. The Director of Food Services must be notified at least three (3) weeks in advance of any change in menu, special dinners, etc.

Students bringing lunches from home may purchase only one (1) pint of milk to add to their lunches. Beverages other than milk shall not be consumed in the dining room during the lunch period except in an unidentifiable container. Periods during the day may be planned by the principal whereby the student may purchase only one (1) pint of milk before lunch and before leaving the school in the afternoon, but the milk will have to be consumed on school premises. No one except employees shall be admitted to the kitchen during preparation and serving hours except repairmen, delivery men, or persons in possession of a current health card.

Competitive Food Regulation

No food items will be sold on the school campus for one hour before the start of any meal service period. The school food service shall serve only those foods which are components of the approved federal meal patterns being served (or milk products) and such additional foods as necessary to meet the caloric requirements of the age group being served.

With the exception of milk products, a student may purchase individual components of the meal only if the full meal unit is being purchased.

[\(See Policy JGHR\)](#)

MEDICAL INFORMATION

Asthma and Anaphylaxis Child Safety Act

The school board of each local public school district and the governing body of each private and parochial school or school district shall require students with asthma to have a School Asthma Plan on file and permit students the

self-administration of asthma and anaphylaxis medication. ‘37-11-71

In accordance with the Mississippi Asthma and Anaphylaxis Child Safety Act, the school board of each local public school district and the governing body of each private and parochial school or school district shall adopt a policy authorizing a school nurse or trained school employee to administer auto-injectable epinephrine to a student who the school nurse or trained school employee, in good faith, believes is having an anaphylactic reaction, whether or not the student has a prescription for epinephrine.. MS Code 37-11-71 ([See Policy JGCDA](#))

Each school may maintain a supply of auto-injectable epinephrine prescribed by a doctor in the name of the school system or the individual school to be maintained for use when deemed necessary. Schools that maintain a supply of auto-injectable epinephrine shall require at least one (1) employee to receive training from a registered nurse or a licensed medical physician in the administration of auto-injectable epinephrine. MS Code 37-11-71

Asthma Medication Policy

A student with asthma may possess and use asthma medications when at school, during a school-sponsored activity under the supervision of school personnel, or before and after normal school activities while on school properties including school-sponsored childcare or after-school programs. The school and its employees and agents shall incur no liability as a result of any injury sustained by the student from the self-administration of asthma medications.

COMMUNICABLE DISEASES ([Policy JGCC](#))

A student with a communicable disease (chicken pox, measles, etc.) shall remain at home until the disease is no longer a threat to that student or others. Principals should report to the health department any cases of communicable diseases which might pose a threat to the health of the school or community.

A student who is absent from school because of

illness due to a communicable disease must present, upon the return to school, a statement from a physician or the health officer certifying the student is no longer contagious. No student is allowed to return to the classroom unless they have presented this statement.

IMMUNIZATIONS AND VACCINATIONS (Policy JGCB)

It is unlawful for any child to attend school without first meeting the State of Mississippi's vaccination requirements and completing the entire series within ninety (90) days. Every student must present a certificate of immunization compliance from his/her doctor or from the health department. MS Code '41-23-37

In order to comply with this law, all students must present to the school a Mississippi Board of Health Certificate of Compliance Form 121 which can be issued by local health officers or physicians.

No kindergarten or out-of-state student can enroll or attend school without presenting a certificate of compliance. If the local health officer or physician determines that there are more vaccinations required, the student will have up to a period of time up to ninety (90) days for such completion. No child shall be enrolled without having had at least one (1) dose of each specified vaccine. All students entering 7th grade are required to have the Tdap (tetanus, diphtheria, and pertussis) vaccination.

It shall be the responsibility of the person in charge of each school to enforce the requirements for immunization. Any child not in compliance at the end of ninety (90) days from the opening of the fall term must be suspended until in compliance unless the health officer shall attribute the delay to lack of supply of vaccine or some other such factor clearly making compliance impossible.

MEDICATION TAKEN AT SCHOOL

School personnel will not administer prescription medication to a student unless the student's physician authorizes school personnel to administer the medicine and shall specify the name of the student, medicine, dosage, and times of administration. The parents/guardians will need to sign the Indemnity Agreement associated with this policy. Parents are

responsible for bringing the medication to school which must be in the pharmacy bottle bearing the prescription label with all information included. (See Policy JGCD)

Students are not permitted to have medications within their possession. This includes over the counter medications.

PARENT PORTAL

Parents can view the student's classes, grades, attendance, discipline, transcript information, student/parent demographics, via an ActiveParent account. ActiveParent also has an iOS app available for download for free from the Apple Store.

PARENTS' RIGHT TO KNOW

As a parent of a student in the Aberdeen School District, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teachers and requires us to give you this information in a timely manner if you ask for it. Specifically, you have the right to ask for the following information about each of your child's classroom teachers:

- Whether the Mississippi Department of Education has licensed or qualified the teacher for the grades and subjects they teach. You may also access any educator's license at the following website:
<https://sso.mde.k12.ms.us/Login/Login.aspx>
- Whether the Mississippi Department of Education has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- Whether any teacher's aides or similar paraprofessionals provide services to your child, and if they do,

their qualifications.

PARENT/TEACHER CONFERENCES

Conferences between parents and teachers are strongly encouraged and may be scheduled through the school office by either party. The administrators are available to sit in on conferences when needed. If a parent has a special concern, it is not necessary to wait for the regular conference time. Please schedule conferences during the teacher's planning time.

SECTION 504 OF THE REHABILITATION ACT OF 1973

Under Section 504 of the Rehabilitation Act of 1973, the Aberdeen School District has the responsibility to identify, evaluate, and determine if the student is eligible to be afforded access to appropriate educational services. Students who are not eligible for services under IDEA, can be considered for eligibility under section 504. ([Policy IDDH](#))

SPECIAL EDUCATION

The Office of Special Education provides programs and services for exceptional children. The programs are designed to provide individualized and appropriate services that enable a child to reach their uniquely designed goals for success.

The Aberdeen School District is committed to providing a Free Appropriate Public Education (FAPE) to students with disabilities, ages 3-21. In order to meet the unique educational needs of these students, placement and programming options are considered for each individual student.

In order to be eligible for special education services, a student must meet eligibility criteria set forth in the State Policies Regarding Children with Disabilities under the Individuals with Disabilities Education Act Amendments of 2004 (IDEA 2004)

Special Education Students

The Mississippi State Department of Education (MDE) shall establish goals for the performance of children with disabilities that will promote the purpose of **Individuals with Disabilities Education Act** (IDEA) and are consistent, to the maximum extent appropriate, with other goals and standards

for children established by MDE. Performance indicators used to assess progress toward achieving those goals that, at a minimum, address the performance of children with disabilities on assessments, drop-out rates, and graduation rates shall be developed. Every two (2) years, the progress toward meeting the established performance goals shall be reported to the public. Senate Bill 2506 (1999 Legislative Session) and [MS Code '37-23-1](#) (1999).

GIFTED PROGRAM

The Mississippi Gifted Education Act of 1989, amended in 1993, requires public schools in the state to provide gifted education programs for intellectually gifted students in grades two through six. Intellectually gifted children are those who are found to have an exceptionally high degree of intelligence as documented through the gifted identification process. An inquiry about the Intellectually Gifted program should be made to the Child Find Coordinator/Special Education Director at 662-369-4682.

CHILD FIND

Child Find is an ongoing project in the Aberdeen School District designed to locate, identify, evaluate, and appropriately place children with disabilities. A Child Find request can be made to the Student Support Services Director 662-369-4682.

TRANSFER STUDENTS

Any student seeking to enroll in the Aberdeen School District that does not reside in the district shall petition in writing both their resident school board as well as the Aberdeen School District board to legally transfer into the district. Upon mutual consent of both districts' school boards, such consent must be given in writing and spread upon the minutes of both school boards.

School District Employees

Any instructional or licensed employee of the Aberdeen School District, but not a resident of the district, shall petition in writing both their resident school board as well as the Aberdeen School District board to legally transfer into the district. Upon mutual consent of both districts' school boards, such consent must be given in individual

development. Lifelong learning is a desired objective of the formal school experience.

Written documentation of all actions must be included in the student's cumulative folder and available for review by the Mississippi Department of Education. Any changes or corrections must be made on the cumulative folder and permanent record as required by the *Mississippi Cumulative Folders and Permanent Records Manual of Directions*. No student shall be retained at any grade-level for extracurricular activities. Rules set forth by the Mississippi High School Activities Association (MHSAA) shall govern eligibility requirements of participants in activities and events regulated by MHSAA.

MULTI-TIERED SYSTEMS OF SUPPORTS (MTSS)

The purpose of MTSS is to ensure that the behavioral and academic needs of every student are met through an instructional model that is designed to address student learning with quality classroom instruction and opportunities for intervention. The Mississippi Department of Education (MDE) shall require every school district to follow the instructional model, which consists of three (3) tiers of instruction:

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

If strategies at Tier 1 and Tier 2 are unsuccessful, students must be referred to the Teacher Support Team (TST). The TST is the problem-solving unit responsible for interventions developed at Tier 3.

Each school must have a TST implemented in accordance with the process developed by MDE.

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.

1. Criteria for interventions are as follows:
 - Designed to address the deficit areas Evidence-based
 - Implemented as designed by the TST
 - Supported by data regarding the effectiveness of interventions
2. The teacher should use progress monitoring information to
 - Determine if students are making adequate progress
 - Identify students as soon as they begin to fall behind
 - Modify instruction early enough to ensure each student gains essential skills
 - Monitor student progress that can be measured through informal classroom assessments, benchmark assessment instruments, and large-scale assessments.
3. After a referral is made, the TST must develop and begin implementation of the intervention(s) within two (2) weeks. No later than eight weeks after implementation of the intervention(s), the TST must conduct a documented review of the intervention(s) to determine its success of the intervention(s). No later than 16 weeks after implementation of the intervention(s), a second review must be conducted to determine whether the intervention(s) is successful. If the intervention(s) is determined to be unsuccessful, then the student will be referred for a comprehensive assessment.
4. A dyslexia screener must be administered to all students during the spring of their kindergarten year and the fall of their first-grade year. The screening must include the following components:
 - Phonological and phonemic awareness
 - Sound symbol recognition
 - Alphabet knowledge
 - Decoding skills
 - Encoding skills
 - Rapid naming (quickly naming objects, pictures, colors, or symbols (letters or digits) aloud).

All students in kindergarten and grades 1st – 3rd

will be administered a screener within the first 30 days of school, repeated at mid-year, and at the end of the school year to identify any deficiencies in reading. Failure to make adequate progress in Tier 1, will automatically qualify a student for TST.

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

| | | | |
|-----------|--------------|-----------|---------------------|
| A- | 90-93 | C- | 70-73 |
| B+ | 87-89 | D+ | 68-69 |
| B | 84-86 | D | 66-67 |
| B- | 80-83 | D- | 65-60 |
| | | F | 59 and below |

PROMOTION AND RETENTION (Policy IHE)

In compliance with state accreditation requirements, the Aberdeen School District has adopted the following policy on promotion and retention of students. The design of this policy is based on each pupil's achievement in terms of the established grade level. Students are expected to achieve mastery of each grade in the sequence in which it is offered. The basis for making promotion or retention decisions shall be based upon the student's ability to demonstrate and perform what they know.

STANDARDS K - 12

A student shall demonstrate mastery of the content required for each grade. Mastery is defined as 60 % effectiveness to be applied to all learning activities or subjects.

Students not meeting promotion criteria

Students not promoted will be provided instructional services, progress monitoring measures, and support to remediate the identified areas of deficiency. Instruction may include small group instruction, a reduced student-teacher ratio, tutoring in addition to the regular school day, and/or an extended school day, week, or year.

Numerical Grading System K-12

| | | | |
|-----------|---------------|-----------|--------------|
| A+ | 97-100 | C+ | 77-79 |
| A | 94-96 | C | 74-76 |

Junior High/Middle School Scholastic Requirement (MHSAA)

1. For participation at the junior high/middle school level, a student must be promoted (if not promoted, they are ineligible for the entire year) and have passed any four basic courses (any subject that meets the equivalent of at least 250 minutes per week or meets the Mississippi State Department requirement) with a 2.0 or "C" average the previous semester (computed numerically or by GPA). The year-end average of four basic courses passed will be used to determine eligibility for the fall semester. The same guidelines apply at the end of the first semester for spring participation. Students must be on track to be promoted to be eligible.
2. A student on the junior high/middle school level, who was promoted but is not eligible at the beginning of the school year due to their academic average, may become eligible for the second semester only once during the student's junior high/middle school career by passing four basic courses with an overall average of 2.0 at the end of the first semester.

REPORT CARDS/PROGRESS REPORTS

Report cards will be issued four times each school year at the end of each nine-week reporting period. Parents are encouraged to pick up reports during parent/teacher conference days. Parents must sign and return report cards and schedule a parent/teacher conference if needed.

A mid-point progress report will indicate areas of needed improvements and/or areas of strength. It will be the parent's responsibility to ensure they are receiving these reports. Teachers may require the return of the report with the signature of the parent.

HONOR ROLL RECOGNITION

The honor roll system is composed of the Superintendent's list and the Principal's List. Those students with an "A" in every subject during the reporting period will be on the Superintendent's List; those with A's and B's during the reporting period will be on the Principal's List.

For a student to receive the Superintendent's List for the year, the student must maintain an "A" average in every subject for each grading period. To receive the Principal's List for the year, students must have a combination of "A's" and "B's" throughout the year. Students with yearly averages of "A's" and "B's" but earned a "C" during any given grading period will not be eligible for Principal's List. Students with all "B's" will also not be eligible for Principal's List.

ACCEPTABLE USE POLICY

The Aberdeen School District Superintendent supports the rights of students, employees, and community members to have reasonable access to information formats and believes it is incumbent upon users to utilize this privilege in an appropriate and responsible manner.

The district shall oversee the development and implementation of appropriate procedures to provide guidance for access to electronic media. Guidelines shall address teacher supervision of student computer use, ethical use of electronic media (including, but not limited to the Internet, email, and other district technological resources), and issues of privacy versus administrative review of electronic files and communications. In addition, guidelines shall prohibit utilization of networks for prohibited or illegal activities, the intentional spreading of embedded messages, or the use of other programs with the potential of damaging or destroying programs or data. Parents and students should:

1. Read the district acceptable use policy

<https://5il.co/1djh1>

2. Discuss the importance of adhering to the district's acceptable use policy
3. Contact the Network Specialist
Ms. Dorothy Frembgen
dfrembgen@asdms.us
(662) 369-4682

DRESS CODE

1. Moderate hair styles that do not divert attention from the learning process are permitted.
2. Students are prohibited from wearing hair curlers, hair nets, roller pins, bandanas, bonnets, or other hair grooming aids.
3. Students shall not wear suggestive or revealing clothing that would divert attention from the learning process. Sagging or low-rider pants or skirts are not allowed.
4. Tank tops, undershirts, or pajamas are not to be worn as outer garments.
5. Students shall have clothing properly fastened at all times.
6. Shirts or blouses tied at midriff (front or back), plunging necklines (front or back), spaghetti straps, see through garments, or any items of clothing that reveal shoulders, cleavage, or bare midriff shall not be worn.
7. Clothing, jewelry, buttons, patches, or any other items with words, phrases, symbols, pictures, or signs which use indecent, profane, suggestive, or inflammatory words, or promote drugs, alcohol, or tobacco shall not be worn.
8. Students may not wear shorts, dresses, or skirts that are more than three (3") inches above the knee.
9. Caps, hats, and other head coverings, including hoods, shall not be worn. Students with a medical statement or religious documentation may be exempt.
10. Any jewelry that is overly ornate and/or has the potential to be used as a weapon shall not be worn by students at school. Such items place students in danger of being accidentally injured, assaulted, or robbed.
11. Students shall not wear sunglasses unless a medical permit is on file.

12. Shoes deemed by the principal as inappropriate or unsafe for school shall not be worn. This exclusion includes “roller skate” shoes and house shoes/slippers.
13. Leggings and biker shorts are not permitted.
14. Jeans with holes above the knee shall have a garment underneath so that no skin will be visible.
15. No clothing worn by any student shall be so tight-fitting so as to reveal the outline of undergarments or contour the body, which may create a distraction to the educational atmosphere of the school district, with the exception of school uniforms approved by school administration.
16. Students shall not wear clothing that is clearly inappropriate for the season of the year. For example, wearing a trench coat or overcoat during the early fall or spring is not allowed.
17. Blankets are not permitted.
18. Any dress or personal appearance that the administration feels is disruptive, inappropriate, or presents a safety hazard to students or as a possible disruption the educational/instructional process will be dealt with on an individual basis according to the discretion of the principal.

STUDENT TRANSPORTATION

In order to comply with state laws involving student transportation, each child who is eligible to ride a bus will be assigned to a regular bus route. Parents will need to send a note to their child regarding any transportation changes. If an emergency situation occurs in which a student needs a bus change, this will be considered by the school’s administrators and communicated with the bus shop.

Documentation will be needed for changes in transportation assignments. Changes in transportation assignments will not be approved by telephone. However, in emergency cases, this rule will be directed at the discretion of the school’s principal or designee.

School Bus

Students of legal school age, which shall include kindergarten students, and in actual attendance in

the Aberdeen School District, who reside one mile or more from the school to which they are assigned are provided the opportunity of riding an assigned district school bus unless a hardship request is granted from the transportation department.

Once a student is *enroute* to school, they become the responsibility of the school district. Therefore, appropriate behavior that is required in the classroom is also required while a student is waiting at the bus stop and is *enroute* to and from school. Transportation is a privilege and failure to comply will result in loss of privileges. Refer to the Mississippi Code of 1972 as amended, section 63-3-615, meeting or overtaking a school bus, states in part:

1. The driver of a vehicle upon a street or highway upon meeting or overtaking any school bus which has stopped on the street or highway for the purpose of receiving or discharging any school children shall come to a complete stop and shall not proceed until the children have crossed the street or highway and the school bus has proceeded in the direction it was going.
2. Any person violating the provisions of subsection (1) of this section shall be guilty of a misdemeanor and upon conviction thereof shall be fined not less than Two Hundred Dollars (\$200.00) nor more than Five Hundred Dollars (\$500.00), or imprisoned for not more than one (1) year, or both.

School Bus Disciplinary Actions

School administrators will handle all bus discipline. Note: Incidents will be reviewed on a case-by-case basis and disciplinary consequences will be directed at the discretion of school administrators in accordance with district procedures. Students suspended from one school bus are not permitted to ride other buses during the time of suspension.

If a student strikes or fights a bus driver or monitor, they will be removed from the bus indefinitely.

Drivers are to return students to the bus stop/transportation department when no one is home to receive the children (K-8).

DISCIPLINE PLAN

1. The superintendent shall develop a discipline plan which, upon board approval, shall be implemented and distributed to each student enrolled in the district. The parents, legal guardians, or custodians of each student shall sign a statement verifying that they have been given notice of the discipline plan.
2. All discipline plans shall include, but not be limited to, the student code of conduct required by Policy JCB - Code of Conduct and the following statements:
 - a. A parent, guardian, or custodian of a compulsory-school-age child enrolled in this District shall be responsible financially for his or her minor child's destructive acts against school property or persons;
 - b. A parent, guardian, or custodian of a compulsory-school-age child enrolled in this District may be requested to appear at school by the school attendance officer or an appropriate school official, for a conference regarding the destructive acts of their child, or for any other discipline conference regarding the acts of the child.
 - c. Any parent, guardian, or custodian of a compulsory-school-age child enrolled in this District who refuses or willfully fails to attend such discipline conference specified in paragraph (b) of this section may be summoned by proper notification by the superintendent of schools or the school attendance officer and be required to attend such discipline conference; and
 - d. A parent, guardian, or custodian of a compulsory-school-age child enrolled in this district shall be responsible for any criminal fines brought against such student for unlawful activity occurring on school grounds or buses.
3. Any parent, guardian, or custodian of a compulsory-school-age child who (a) fails to attend a discipline conference to which such parent, guardian, or custodian has been summoned under the provisions of this section, or (b) refuses or willfully fails to perform any other duties imposed upon them under the law shall be guilty of a

misdemeanor and, upon conviction, shall be fined not to exceed an amount as provided by law.

4. This District shall be entitled to recover damages in an amount not to exceed an amount as provided by law, plus necessary court costs, from the parents of any minor (7-17) who maliciously and willfully damages or destroys property belonging to this school district. However, this section shall not apply to parents whose parental control of such a child has been removed by court order or decree.
5. A school district's discipline plan may provide that as an alternative to suspension, a student may remain in school by having the parent, guardian or custodian, with the consent of the student's teacher or teachers, attend class with the student for a period of time specifically agreed upon by the reporting teacher and school principal. If the parent, guardian or custodian does not agree to attend class with the student or fails to attend class with the student, the student shall be suspended in accordance with the code of student conduct and discipline policies of the school district.

The board shall have its discipline plan and student code of conduct legally audited on an annual basis to ensure that its policies and procedures are currently in compliance with applicable statutes, case law, and state and federal constitutional provisions. ([See Policy JDA](#))

DISCIPLINARY INFRACTIONS AND CONSEQUENCES

An organized disciplinary program supports teachers' efforts to teach and addresses the growth of positive student attitudes and behavior. The board has the responsibility and authority to establish school rules and procedures for the purpose of maintaining a non-disruptive educational environment.

"Discipline Steps," or, "The Discipline Step Ladder," is defined as the steps or actions that teachers, administrators, support staff, parents, and students follow to enhance academic and

social success.

| Step | Disciplinary Consequence |
|--------|---|
| 1 | Warning, parent contact, corporal punishment or other consequences deemed appropriate by the school administrator |
| 2 | Parent contact, corporal punishment or other consequences deemed appropriate by the school administrator |
| 3 | In-school suspension (ISS) or Out-of-School suspension (OSS) up to three (3) days and parent contact. Failure to report will result in moving to step 6. |
| 4 5 | In-school suspension (ISS) or Out-of-School suspension (OSS) up to five (5) days and parent contact. All assignments must be correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in moving to step 6. Students must serve any previous assigned consequence. In-school suspension (ISS) or Out-of-School suspension (OSS) up to ten (10) days and parent contact. All assignments must be correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in moving to step 6. Students must serve any previous assigned consequence. |
| 6 | Out-of-School suspension (OSS) up to five (5) days and parent contact. Parent/guardian must accompany the student to school upon return. |
| 7 | Out-of-school suspension up to ten (10) days and parent contact or OSS pending a hearing for Alternative School assignment. Parent/guardian must accompany the student to |

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|---|-------------------------------|
| | school upon return. |
| 8 | Alternative School Assignment |
| 9 | Expulsion |

In School Reassignment (ISR)

Administrators may assign a student In-School Reassignment (ISR) for violations in the Code of Student Conduct Policy. In School Reassignment is a progressive discipline option that the schools may use to improve to modify and monitor student behavior.

Students in ISR must:

- Complete all assigned work. If a student's assignment is incomplete the student will serve additional days in ISR until the work is complete.
- Obey the rules of the ISR program as outlined by the ISR instructor.
- Not interact with any other students in ISR. ● Stay in ISR for the full school day. If a student is checked out or dismissed from ISR, an additional day will be added to the placement.

Suspension

When a student is suspended, they will be given one (1) day for each day suspended to complete make-up work. They will receive a **zero** on all coursework if the work is not completed in the required time period. The student cannot earn a grade higher than a 70 for grades K-6 and a 65 for grades 7-12.

Any student who does not serve their assigned suspension days by the end of the regular school year will serve the remaining suspension days at the beginning of the next school year.

Expulsion

Any student expelled from the Aberdeen School District will lose all privileges of attendance and participation for the duration of the expulsion. Expulsion shall be by administrative recommendation. All requirements of due

process shall be followed in cases requiring expulsion. Exceptional Education students will be granted all rights per IDEA and ESSA regulations when addressing disciplinary procedural actions.

Alternative Education Placement

Student placement in alternative education is a result of referrals from their home school. Student placement is assigned at a minimum of twenty (20) days. Students assigned to alternative education are removed from the regular school environment and activities and placed in a more

structured/restricted setting. Students undergo a highly structured day to meet all academic requirements, including time for Carnegie units.

Students assigned to alternative education are prohibited from participating in and/or attending any school function including sporting activities while assigned to alternative education. Students are also not allowed to enter the property of other schools within the Aberdeen School District. Failure to comply with this restriction will result in the student being reported to law enforcement for trespassing.

Aberdeen School District Disciplinary Infractions

| Disciplinary Infractions & Consequences | | |
|---|---|--------------|
| Description of Violations & Infractions | | Consequences |
| 1 | Arson | Steps 7 – 9 |
| 2 | Assault & battery upon a school district employee | Steps 7 – 9 |
| 3 | Causing bodily injury | Steps 7 – 9 |
| 4 | Coercion/Extortion (Coercion is defined as persuading someone to do something by force or with threats. Extortion is defined as forcing, threatening, or blackmailing.) | Steps 7 – 9 |
| 5 | Continuous violation of class rules and/or disobedience | Steps 1 – 3 |
| 6 | Cutting Class | Steps 1 – 6 |
| 7 | Cyber Bullying | Steps 5 – 8 |
| 8 | Defacing or injuring property that belongs to the school district (to include, but not limited to writing on walls, inside or out; restitution included.) | Steps 2 – 9 |
| 9 | Defiance, insubordination, or intentional disobedience towards teachers or staff | Steps 2 – 6 |
| 10 | Disorderly Conduct | Steps 6 – 8 |
| 11 | Disrespect towards school personnel which includes but is not limited to threatening or profane language towards, about, or in the presence of school personnel | Steps 2 – 9 |
| 12 | Disruptive behavior on the way to or from school, in the classroom, or at other school sponsored activities | Steps 3 – 9 |
| 13 | Dress code violation | Steps 1 – 5 |
| 14 | Eating food or drinking in unapproved areas | Steps 1 – 6 |
| 15 | Excessive tardiness | Steps 1 – 6 |
| 16 | Failure/refusal to participate in classwork or to complete classwork assignments | Steps 1 – 3 |
| 17 | False accusations | Steps 3 – 8 |
| 18 | Gambling or possession of gambling devices | Steps 1 – 7 |
| 19 | Gang or gang-like activity/association | Steps 4 – 9 |
| 20 | Going to car without permission (to include abuse of car privilege) | Steps 1 – 6 |

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| 21 | Group and/or Gang fighting – two or more students ganging up on one student (principal or designee will render consequences after an investigation) | Steps 7 – 9 |
| 22 | Habitual violation of school rules | Steps 5 – 9 |
| 23 | Improper behavior at school including in the cafeteria, assemblies, or on campus | Steps 1 – 9 |
| 24 | Inappropriate physical contact (horseplay, shoving, tripping, etc.) | Steps 2 – 6 |
| 25 | Indecent behavior | Steps 2 – 7 |
| 26 | Instigating at school, on the way to or from school, or at school functions | Steps 5 – 7 |
| 27 | Leaving campus without permission | Steps 2 – 7 |
| 28 | Leaving by using forged documents and/or using forged or altered documents (report cards, progress reports, parental notes, hall passes) | Steps 2 – 4 |
| 29 | Misbehavior on the school bus (See School Bus Disciplinary Actions) | Bus Actions |
| 30 | Other misbehavior as identified by school administrators | Steps 2 – 9 |
| 31 | Parking violations on campus (loss of driving privilege) | Steps 1 – 5 |
| 32 | Physical altercation (fighting), harassment, intimidation, or threatening of other students (bullying) | Steps 2 – 9 |
| 33 | Profanity or vulgarity (to include acts, gestures, or symbols) | Steps 2 – 6 |
| 34 | Public display of affection | Steps 1 – 6 |
| 35 | Refusal to properly identify oneself | Steps 1 – 6 |
| 36 | Running in the halls, cafeteria, or classroom | Steps 1 – 5 |
| 37 | Sexual misconduct, which includes verbiage, communication through text, hand gestures, harassment, drawings, magazines, pictures, and the improper touching of another student | Steps 3 – 9 |
| 38 | Skipping or cutting school | Steps 1 – 6 |
| 39 | Purposely spitting on other students or staff members | Steps 2 – 7 |
| 40 | Stealing/theft | Steps 2 – 9 |
| 41 | The use and/or possession of tobacco products (Both smoking and vaping are prohibited) | Steps 6 – 7 |
| 42 | Threats: bomb, shootings, and/or false fire alarms | Steps 7 – 9 |
| 43 | Trespassing | Steps 6 – 8 |
| 44 | Unauthorized fundraising including but not limited to the sale of candy | Steps 1 – 4 |
| 45 | Use or possession of fireworks, firecrackers, or explosive devices | Steps 3 – 9 |
| 46 | Use or possession of weapons, firearms, or look-alike/replica weapons | Steps 3 – 9 |
| 47 | Use, sale or possession of drugs, drug paraphernalia, look-alike drugs or alcohol on or near school grounds or school functions; intoxication | Steps 7 – 9 |
| 48 | Verbal altercation | Steps 3 – 6 |

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| 49 | Visiting unapproved websites on school computers | Steps 2 - 8 |
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PROHIBITED ACTIVITIES

Harassment

The school district affirms employee protection provided under Title VII, and therefore “shall not tolerate verbal or physical conduct by any employee, male or female, which harasses, disrupts, or interferes with another’s work performance or which creates an intimidating, offensive, or hostile environment.”

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

Sexual Harassment

As provided under Title IX of the Education Amendment of 1972, no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

Students in the Aberdeen School District are protected from sexual discrimination, including sexual harassment, by Title IX of the Education Amendment of 1972 to the Civil Rights Act. It is the intent of the Board to maintain an environment free from sexual harassment of any kind. Therefore, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature amounting to or constituting harassment are prohibited. Complaints of sexual discrimination/harassment shall be handled in accordance with [Exhibit JB-P](#) to [Policy JB](#), Students Complaints or Sexual Discrimination/Harassment – Title IX Procedures.

The district has a Title IX Coordinator designated to

handle any complaints regarding Title IX issues. Since Policy JB is not amended each time the administrator serving as the Title IX Coordinator changes, please contact the superintendent, the federal programs director, or any principal to request the name of the current Title IX Coordinator. Contact the Title IX Coordinator immediately to make a complaint regarding discrimination based on sex with respect to any district educational program or activity receiving federal financial assistance or with respect to complaints of sex discrimination or sexual harassment.

Willie Brandon

662-369-4682

wbrandon@asdms.us

Vaping and/or E-cigarette Usage

The use of e-cigarettes is prohibited in Aberdeen School District. E-cigarettes are defined by the Centers for Disease Control as electronic devices that heat liquid to produce an aerosol, or mix of small particles in the air. E-cigarettes are sometimes referred to as, “e-cigs,” “e-hookahs,” “mods,” “vape pens,” and “vapes.” Any student who engages in vaping or e-cigarette usage in school will be subject to disciplinary action.

Video Recording

Video recordings during school are prohibited. Only a school representative may record if the recording is being used for educational purposes.

Other Reporting

Nothing in this policy or any policy impedes or precludes a student, the student’s parents, employee, or school officials from directly reporting to law enforcement officials any behavior that constitutes a violation of criminal law or any applicable laws.

Weapons

- Any student in possession of a firearm, real or facsimile, operable or inoperable, while in school, on school grounds, at a school-

sponsored activity, on the school bus, or at the bus stop will be immediately suspended from school by the principal.

- Weapons include a knife, box cutter, and firearm (includes, but is not limited to guns, rifles, bombs, etc.).

The student will be reported to law enforcement authorities as prescribed by the Amendment of the Elementary and Secondary Education Act (ESEA) of 1965 including the Gun-Free Act of 1994.

Any student who uses or threatens to use any object that may be classified as a weapon, regardless of the original purpose, shall be considered in violation of this policy. Disciplinary recommendations include expulsion for a period of not less than one (1) school year, suspension, or referral to the Alternative School. Students should not be in possession of items such as Mace, pepper spray, brass knuckles, etc. while at school or on school property.

The principal, who will deal with each individual case based upon the circumstances, shall direct suspension and/or other recommendations for expulsion for possession of a weapon.

Infraction/Consequence Ladder for Special Education Students

Students receiving special education are responsible for adhering to the same rules of conduct as nondisabled students. All special education students are entitled to a free appropriate public education, even those who have been suspended or expelled.

The special education director/coordinator or designee should be contacted immediately when a special education student commits a violation of the rules of conduct which may result in the removal from the classroom by suspension or expulsion.

As provided by law, educational services for children with disabilities who have been suspended more than ten (1) cumulative days in a school year **OR** expelled from school shall be provided based on the requirements of IDEA and applicable state and federal regulations.

DUE PROCESS

A student who has been suspended for more than ten (10) days or expelled has the right to due process. All aspects, circumstances, and records of the student's case shall be confidential and available only to authorized school officials dealing directly with the student or to the student's parents, legal guardians, or attorneys for the student or school board.

If the principal feels that an incident warrants a hearing, the superintendent shall arrange for the disciplinary committee to meet in order to afford the affected student and their parent, guardian, or custodian, a hearing. The decision of the hearing committee will be final. However, the parent, guardian, or custodian has the right to appeal the committee's decision.

CODE OF CONDUCT

One of the characteristics of an effective school district is a safe, orderly climate conducive to teaching and learning. Students, as well as the administration and staff, share the responsibility for creating and supporting a positive school climate.

The Aberdeen School District's faculty and staff wish to establish an educational climate in which student behavior is at all times exemplary, and in which the important processes of education can be effectively implemented. Recognizing the need to support the professional personnel of Aberdeen schools, the district administration encourages the development of harmonious and cooperative relationships between students and faculty members based on mutual respect and understanding.

STUDENT CODE OF CONDUCT

Students have the right to public education, but they are responsible for complying with the rules and regulations of the Aberdeen School District and the reasonable instructions of all school personnel.

In addition to those rules, each school or building principal may develop additional rules and regulations that govern student behavior and discipline at the school site. The Code of Student Conduct ([Policy JCA](#)) always applies to all Aberdeen School District students whenever a student's conduct is reasonably related to school or school activities.

This includes:

- During the online/virtual learning sessions
- On school property before, during, and after school hours
- At any other time when the school is being used by a school group
- Off school grounds at a school activity, function, or event
- Whenever an Aberdeen School District student is in a capacity representing their school
- On a school bus, a school-sponsored vehicle, or traveling to and from school

Students have the responsibility of:

- Showing respect for teachers and peers
- Making the school safe and orderly
- Reporting those persons guilty of acts against personal or school property
- Assisting in creating an atmosphere conducive to learning
- Not using illegal drugs, tobacco, or alcohol in school or on school property
- Not bringing a weapon to school or on school property
- Attending all classes daily and being punctual in attendance
- Coming to class prepared and having appropriate work materials
- Being respectful of all individuals and property
- Refraining from profane or inflammatory words or statements
- Conducting themselves in a safe and responsive manner
- Being responsible for their work and behavior
- Abiding by the rules and regulations of the school
- Completing all class work and homework assignments
- Displaying conduct that does not interfere or violate the rights of others.

Aberdeen High School

Student Vehicles

In accordance with Aberdeen School District Procedure, driving on Aberdeen High School roads and parking on school property is a privilege offered to students who meet the required criteria set forth by the Mississippi Department of Highway Patrol. Failure to abide by the following vehicle regulations shall result in loss of a student's right to bring a vehicle to school. The principal or designee may suspend driving privileges for the semester or remainder of the school year, if necessary.

The speed limit is 15 mph along Bulldog Drive during school hours. The driveway in the front of the school is a one-way driveway from east to west. The speed limit is 5 mph in front of the school and in the parking area. The parking facilities are not public parking areas, and are to be used for school purposes only. The parking spaces nearest the building are reserved for faculty, business calls, and visitors.

Parking shall be open parking, meaning that students may park in designated parking areas on a first come, first served basis with a parking permit. Parking permits are \$10 and students shall provide license and proof of insurance. Students may not park in designated faculty parking. Violators will receive a school parking citation in which payment will be made to AHS's office.

Upon arrival at school, students must vacate their automobiles and leave the parking lot. Violation of this rule could result in suspension of driving privileges.

Students are not allowed to go to their vehicle during school hours without permission from school or district administrators. Violators may lose their driving privileges.

Tardies

The following **tardy** consequences will be

implemented each nine weeks:

| | |
|-------------------------|---|
| 4 th Offense | One (1) Day of ISS & Parent Contact |
| 5 th Offense | One (1) Day of ISS & Parent Contact |
| 6 th Offense | Two (2) Days of ISS & Parent Conference |
| 7 th Offense | Two (2) Days of ISS |
| 8 th Offense | Three (3) Days of ISS & Parent Conference |
| 9 th Offense | Three (3) Days of ISS |
| Above 9 th | Parent Conference & Alternative School Referral |

Students with consequences 6-9 may not attend any school functions during or after school. This includes all sporting events.

Change in Schedule (9-12)

A request for a schedule change should be made to the counselor or the principal/principal's designee. Any schedule change request should be made during the first two weeks of the first semester. The principal must approve all schedule changes.

A request to change a student's schedule after the first week of the semester will be considered based on the following:

- An error occurred during the scheduling process
- At a teacher and/or counselor request

Nine Weeks Exam

Teachers may not administer a nine weeks exam before the designated time frame without the principal's approval.

Exam Exemptions for 9th-12th Grade Students

Students in grades 9-12 may qualify to be exempt from the 2nd & 4th nine weeks exam in a course provided the following requirements have been met:

1. The student has not had excessive tardy in that class (4).
2. The student has not received ISS or OSS during the semester.
3. The student has achieved a semester or yearly average of 95-100 and has no more than five (5) unexcused absences in that class per semester **OR** a semester or yearly average of 90-94 and has no more than four (4) unexcused absences in that class per semester **OR** a semester or yearly average of 80-89 and has no more than three (3) unexcused absences in that class per semester.
4. For exemption purposes ONLY, an unexcused absence is an absence NOT excused by a doctor. The principal may excuse absences for extenuating circumstances.
5. A student who is assigned to the Alternative Learning Center during the school year forfeits the exemptions privilege.
6. If a student elects to take an exam in which exemption requirements have been met, the student will not be penalized by an exam grade that will lower the nine-week average.

Senior Privilege/ Early Release

Students eligible for Senior leave will be based on guidelines from MDE and determined by the School Counselor.

Credit Recovery

Credit Recovery is defined as a course-specific, skill-based learning opportunity for students who have previously been unsuccessful in mastering content to receive high school credit.

- Courses taken for credit recovery must be completed successfully within the designated time frame.

- No more than three (3) courses may be recovered per year, and then, for only high school courses credit for grades 8-12.
- Students must satisfy minimum standards for passing the course to receive credit for the course. The students failing grade for that course will be replaced with a 65.
- Summer school courses will be offered and completed during the summer at a cost rate of \$100.00 per course.

Requirements for Grade Level Classification

A high school student is classified according to credits in grades 9-12 as follows:

| | | | |
|-----------------|------------------|-----------------------|----------------------|
| Grade 9 | Freshman | < 5 credits | English I |
| Grade 10 | Sophomore | 6 credits | + English II |
| Grade 11 | Junior | 12 credits | + English III |
| Grade 12 | Senior | 17 credits | + English IV |
| Graduate | | 24 credits | |

Athletes & Activities Eligibility Requirements

Students participating in extracurricular activities must meet the following requirements in order to be deemed eligible:

- Completed the school district's registration process
- Current Medical Exam from a licensed physician
- Complete and properly sign a Student Participation Clearance Form
- Complete and properly sign a Substance Abuse/Misuse Contract
- Must make "satisfactory progress toward graduation" and maintain at least a 2.0 or "C"

average

Transcripts

Each graduating senior will receive one free transcript. Transcripts are available for purchase for a price of \$2.50 and will be made available within 72 hours after request and payment.

Mississippi High School Diploma and Endorsement Options Traditional Diploma

- Earn 24 credits (Carnegie Units) in a selection of required classes including English, Math, Science, Social Studies, Technology or Computer Science, College and Career Readiness, Health, Art, Physical Education and electives
- Local school districts may add graduation requirements to the state requirements

Traditional Diploma + Career and Technical Education (CTE) Endorsement

- Earn 26 credits
- Earn four credits from the same CTE program
- Achieve at least a 2.5 grade point average
- Score at silver level on ACT WorkKeys
- Successfully complete a dual credit course, a work-based learning experience or earn a national credential

Traditional Diploma + Academic Endorsement

- Earn 26 credits
- Score at least 17 on ACT English section
- Score at least 19 on ACT Math section
- Achieve at least a 2.5 grade point average
- Successfully complete one Advanced Placement course and AP exam, one International Baccalaureate course and exam, or one dual credit course
- Earn at least a C in the advanced course

Traditional Diploma + Distinguished Academic Endorsement

- Earn 28 credits

- Score at least 18 on ACT English section
Score at least 22 on ACT Math section
- Achieve at least a 3.0 grade point average
Successfully complete one Advanced Placement course and AP exam, one International Baccalaureate course and exam, or one dual credit course
- Earn at least a B in the advanced course

Alternate Diploma

Mississippi public schools offer an alternate course of study for students with Significant Cognitive Disabilities. This course of study leads to the Alternate Diploma, which recognizes that a student has completed high school. The Alternate Diploma is not equivalent to a Traditional Diploma and is not recognized by postsecondary entities that require a standard high school diploma.

End-of-Course State Testing Requirements

Students may meet the requirements by passing the test or meeting **one** of the following options:

1. Use the end-of-course Subject Area Test score with the overall course grade
2. Obtain a score of **17** or higher in the specific subject area on the ACT.
3. Earn a C or higher in an entry level, credit-bearing dual enrollment/dual credit /college credit course.
4. Obtain an Armed Services Vocational Aptitude Battery (ASVAB) AFQT (Armed Forces Qualification Test) score of **36 plus one** of the following:
 - a) Earn a CPAS (Career Planning and Assessment System) score that meets the attainment level assigned by Federal Perkins requirements.
 - b) Earn an approved Industry Certification as specified in the Career Pathways Assessment Blueprint and outlined in Appendix A-5 in the current edition of the *Mississippi Public School Accountability Standards*.
5. Obtain the *Silver Level* on the ACT WorkKeys **plus one** of the following:
 - a) Earn a CPAS (Career Planning and

Assessment System) score that meets the attainment level assigned by Federal Perkins requirements.

- b) Earn an approved Industry Certification as specified in the Career Pathways Assessment Blueprint and in Appendix A-5 in the current edition of the *Mississippi Public School Accountability Standards*. Additional information about the new graduation options can be found at www.mde.k12.ms.us/3804.

Graduation

Aberdeen High School graduation is a dignified occasion. Being so, there is a need for established guidelines governing student dress, student conduct, and adult conduct governing the commencement exercises. Failure to adhere to established guidelines set forth by the principal and Superintendent will result in a revocation of the right to participate in commencement exercises. In addition, any parent or student that dishonors the ceremony with inappropriate conduct shall be removed immediately and shall be required to leave the premises upon doing so. Seniors involved in physical altercations, during the 4th nine weeks, where there is an Out of School Suspension may be subjected not to participate in commencement.

Graduation honors will be calculated using the following scale.

90-95 Honors

96-100 Highest Honors

Final honors will be determined at the end of the 4th nine weeks for graduation.

CLASS RANKINGS/ GRADE POINT AVERAGES (Board Policy IHC)

Recognizing that clear and timely communication to parents and students about the calculation of grade point averages is important, the following process will be implemented as the means for calculating the grade point averages to determine the valedictorian and salutatorian of each graduating class.

TIMELINE FOR CALCULATIONS

The first official class rank and grade point average of an Aberdeen High School student will be calculated upon the conclusion of the sixth semester for a student who has successfully completed eleventh-grade classification requirements or early graduation requirements. An additional class rank and grade point average will be calculated upon the conclusion of the seventh semester for a student who has successfully completed twelfth-grade classification requirements. In order to qualify for academic honors, a student must be enrolled as a full-time student at Aberdeen High School for four (4) consecutive semesters immediately prior to graduation; and complete at least one (1) dual enrollment course.

The final rank and grade point calculation for a student will be computed upon the conclusion of the eighth semester for a student who has successfully completed all requirements for graduation. This final grade point average calculation will determine the valedictorian and salutatorian of Aberdeen High School. Rank in class will be determined by Carnegie units earned and the resulting grade point average.

CALCULATION OF YEARLY AVERAGES

For courses in which one Carnegie unit is awarded for successful completion, the final average will be used twice to calculate the grade point average. For courses in which one-half Carnegie unit is awarded for successful completion, the final semester average will be used once to calculate the grade point average. For courses in which two Carnegie units are awarded for successful completion, the final average will be used four times to calculate the grade point average. The final average of each course, where Carnegie units are earned, will be averaged and carried to four decimal points. There will be no rounding of the final grade point average. No final average in excess of 100 will be recorded on a student's transcript or cumulative record. Students with a final grade point average between 90 and 94 will graduate from Aberdeen High School with Honors. Students with a final grade point average between 95-100 will graduate from Aberdeen High School with Highest Honors.

WEIGHTED GRADES/COURSES

The following weighted scale will be applied to Honors, Advanced Placement, Dual Credit Courses, and Accelerated Courses (on a 4.0 scale). A. $4 + 1 = 5$

B. $3 + 1 = 4$

C. $2 + 1 = 3$

D. $1 + 1 = 2$

A final numerical grade in the following courses: Honors, Advanced Placement, Dual Credit Courses, and Accelerated Courses: will be multiplied by a factor of 1.045 for ranking purposes only.

FAILED OR REPEATED COURSES AND CALCULATION OF GRADE POINT AVERAGES

If a student fails a course and the identical course is repeated during a second enrollment, the final average of the second enrollment will be included to calculate the grade point average if the student successfully completes the course after the second enrollment. However, the final average of the failed course as earned during the initial enrollment will also be included to calculate the student's grade point average.

If a student fails a course and the course is not retaken by the student, the final average of the course will be used to calculate the grade point average.

SELECTION OF VALEDICTORIAN AND SALUTATORIAN

The valedictorian and salutatorian of Aberdeen High School will complete the graduation requirements of the Mississippi Department of Education, the Aberdeen Public School District, and the required courses for admission to community colleges and public universities in Mississippi.

In the case of a tie for either valedictorian or salutatorian, the highest numerical average for core courses taken, where a Carnegie unit was earned, will determine the valedictorian. The student with the second highest numerical average for core courses in which a Carnegie unit was earned will be salutatorian. The numerical averages will be carried to four decimal points as previously described in this policy.

“Mr. and Miss” AHS Qualifications (Seniors Only)

The student must have been enrolled at Aberdeen High School during the previous school year.

1. The student must have a 3.0 QPA.
2. The student must have no more than five (5) absences in the previous semester.
3. Disciplinary infractions (OSS) can result in removal from title.
4. Students must not have been suspended during the previous or current semester.
5. The student should not have served more than three (3) times in ISR in the prior semester.

Student Council Qualifications

- Must be on track to graduate
- No out-of-school suspensions during the previous semester.
- No more than three (3) in school reassignments suspensions during the previous semester
- Must have a completed petition with 20 signatures from classmates and three (3) teachers

Homecoming Queen and Court Qualifications

Three (3) female senior maids and escorts shall be chosen to represent the senior class. One (1) of the three (3) female senior maids will be chosen to represent the student body as Homecoming Queen. Two (2) female maids and escorts shall be chosen from each of the freshman, sophomore and junior classes. To qualify, students must meet the criteria:

- On track to graduate
- Must have been enrolled in either Aberdeen High School or Belle-Shivers Middle School during the previous school year
- No more than 5 unexcused absences
- No out-of-school suspensions during the previous and current school year
- No in school reassignments during the previous and current school year (tardies included)

AHS Special Programs
Air Force Junior Reserve Officers Training
Corps (AFJROTC)

The Junior Reserve Officers Training Corps (JROTC) provides students with academically stimulating experiences and promotes school and community involvement. Junior Reserve Officers Training Corps fosters good citizenship, patriotism, self-reliance and communication skills. Students in the program are not obligated to enter any of the military services, although scholarships of up to four years are awarded annually to qualifying students seeking careers as commissioned officers after graduation.

Vocational Technical Program at the Monroe
County Career Center

Students in the 11th, and 12th grades who have completed all state testing requirements are encouraged to choose a pathway for training at the Monroe County Career Center. The programs offered include but are not limited to Health Science, Business Management Technology; Engineering I &

II; Auto Body/Collision Repair; Welding; Residential Carpentry; Law and Public Safety; and Culinary Arts.

Aberdeen Collegiate Academy

The ACA is an advanced program for 12th grade students who have scored a 17 or above on all subsections of the ACT, or at least a 20 composite ACT. Students will also need to meet other academic, attendance and discipline requirements to join.

Digital Media Technology/Recording Arts
Career Academy

This competitive technology program is eligible to 9th – 12th grades who are interested in technology and arts careers. Students must be willing to film and edit video during class and after school hours to be successful. The DMT class will be responsible for live streaming athletic and academic events; creating digital content for the AHS webpage and social media; and producing documentaries and podcasts.

