

Baldwyn High School



**2016-2017
Student
Handbook**

baldwynschools.com

SCHOOL CALENDAR 2016-2017

AUGUST 1, 2016	MONDAY	TEACHER WORKDAY - Staff 10:00 to 6:00 STUDENT REGISTRATION (3:30 – 6:00 PM)
AUGUST 2, 2016	TUESDAY	TEACHER WORKDAY 8:00 – 3:00
AUGUST 3, 2016	WEDNESDAY	STUDENTS' FIRST DAY OF SCHOOL
SEPTEMBER 5, 2016	MONDAY	LABOR DAY HOLIDAY
OCTOBER 10-11, 2016		FALL BREAK
NOVEMBER 21-25, 2016		THANKSGIVING HOLIDAYS
DEC. 19-JAN. 2, 2017		CHRISTMAS HOLIDAYS
JANUARY 3, 2017	MONDAY	TEACHER STAFF DEVELOPMENT 8:00
JANUARY 4, 2017	TUESDAY	STUDENTS RETURN
JANUARY 16, 2017	MONDAY	MARTIN LUTHER KING HOLIDAY
FEBRUARY 20, 2017	MONDAY	PRESIDENT'S DAY HOLIDAY
MARCH 13-17, 2017		SPRING BREAK
MARCH 21, 2017	MONDAY	CLASSES RESUME
APRIL 14, 2017	FRIDAY	GOOD FRIDAY HOLIDAY
APRIL 17, 2017	MONDAY	GOOD MONDAY HOLIDAY
MAY 19, 2017	FRIDAY	GRADUATION
MAY 22, 2017	MONDAY	LAST DAY FOR STUDENTS
MAY 24, 2017	WEDNESDAY	LAST TEACHER DAY

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General Information

Introduction

This handbook is presented to each student with the intention that reference to the handbook by the students, the parents, and the faculty will be of benefit in making this school year a pleasant and profitable time for all concerned. Each student is expected to be familiar with all of the regulations in the handbook.

The handbook will be reviewed extensively by the English teachers at the beginning of the school year.

Discrimination Policy

The Baldwin School District does not discriminate on the basis of race, color, national origin, or gender in any services or activity programs of the school district in accordance with Title VI of the Civil Rights Act of 1964, Title IX of Educational Amendment of 1972, and Section 504 of the Rehabilitation Act of 1973 and the ADA of 1990 (PL 101-336). The Baldwin School District is also in compliance with the Family Education Rights and Privacy Act of 1974. Mrs. Rhonda Crump serves as the Title VI, 504, and Title IX contact person. She may be reached at 107 West Main Street, Baldwin, MS 38824.

School Announcements

Special announcements will be made each morning over the intercom

Automobiles

The safety of all students is foremost. Parents are asked to instruct their children to drive carefully and slowly when arriving and departing the school campus.

- Students must have parking TAGS with proof of insurance. These will hang on the rearview mirror. Cost \$5.00. This will be REQUIRED to drive a vehicle on campus.
- Students must park properly in the designated area; otherwise, vehicles may be towed at the owner's expense.
- Students must secure permission from the office to return to their vehicles for any reason.
- If a student drives in a reckless manner while on the school grounds, s/he will not be allowed to drive a car on school property.
- In order to use a personal vehicle to travel to a school event, high school students must complete a Permission to Travel form and provide the school with a copy of his/her automobile insurance policy.

School Counseling

The aim of Baldwin High School is to help each student profit as much as possible from the school experience and to assist in plans for employment or further educational study after completing the school program. Your Principal, teachers, and counselors are available to discuss with you and/or your parents any problems arising relative to your educational program. Teachers are available after 3:01 each day or during their preparation period for conference with you and/or your parents. Appointments for teacher conferences may be made by phoning the main office or by emailing the teachers directly. You (the student) and/or your parents are encouraged to make prior

appointments for conferences with the counselor to ensure the counselor's availability and that an appropriate amount of time can be scheduled to address your needs. Your counselor is here to help you select a program of study, identify potential college majors or occupations, identify abilities, interests, and special aptitudes by use of standardized tests and other sources of information, outline programs of study in their senior high school, improve social academic adjustment, maintain good attendance at school, obtain programs on college entrance requirements, locate available scholarships, and participate fully in the school program. The counselor can be contacted at 365-1032. Criteria for participating in off campus trips with the counselor are as follows: Participation in activities will be based on grade classification determined by number of credits earned **at the time of activity and not what the student will be considered as the following semester**; All school work must be up to date, no more than two major disciplinary referrals during the current school year, if one does not conduct themselves in a mature responsible manner while on a previous trip; one will not be allowed to attend future trips.

Medication

The school will not provide medication. Parents/Guardians are to notify the principal's office if their child is to take any medication during the school day. School personnel or the school nurse will administer prescription and non-prescription medication only with parent/guardian written permission and instructions.

Student Records

In compliance with Public Law 93-579, the Baldwin School District will not, except for "directory

information,” disclose personally identifiable information from the education records of a student without the prior written consent from the parent of the student or the eligible student. Prior consent of the parent or eligible student is not required when the school releases such information to the following:

- Other school officials including teachers;
- Officials of another school in a school system in which the student seeks to enroll; and
- Other state, federal, and educational agencies as enumerated in Public Law 93-579.

Parents, both custodial and non-custodial, and eligible students have the right to inspect all personal data which is collected and to appeal the accuracy of such information. A custodial/non-custodial parent or an eligible student may not contest the assignment of a grade; however, they may question whether or not the assigned grade was recorded accurately. Records requested for review will be available at the school of attendance at the earliest convenient time but not more than 20 days after receipt of the request. The school will provide parents with explanations or interpretations of the educational data.

Appeals to the decisions of the school principals regarding educational records may be made to the Superintendent of Schools, Baldwyn School District, Baldwyn, MS 38824.

The schools of the Baldwyn Public School District will, from time to time, use personally identifiable directory information including honor rolls, annuals, athletic rosters, class rolls, and school-sponsored club and activity rosters. If you do not wish such personally identifiable information to include your child’s identity, you must advise, in writing, the principal of the school which your child attends no later than seven (7) days after his/her enrollment in the school year.

Telephones

Only in emergency situations will phone messages be delivered to students. Any emergency calls by students will be directed to the secretary who will

make the calls. Students are not allowed to use school telephones located in the agriculture building, counselor’s office, coop office, Tech Prep labs, library, band hall, gym, field house, or other locations.

CELL PHONES WILL BE ALLOWED IN CLASSROOMS FOR EDUCATIONAL PURPOSES ONLY WITH THE TEACHER’S PERMISSION. Students that use their phones for personal use inside or outside the classroom will be subject to the cell phone policy outlined in the handbook.

Asbestos Hazard Emergency Response Act (AHERA)

Annual Notification 1998-99

The Baldwyn School District continues to fulfill all the requirements given by AHERA. Included in our efforts have been the following:

Initial inspection of all facilities (Summer, 1988)

Management Plan (April, 1989)

Six month re-inspections

Asbestos abatement project (March, 1990)

Three-year re-inspections

No major problems associated with the planned renovations/maintenance of our school buildings have been found. The management plan for our school district is available during normal business hours at the Superintendent’s Office located at 107 West Main Street. The management plan for each school is located in the principal’s office.

Insurance

As a service to parents and students, the school makes available a school-day insurance plan at a nominal cost. The school is willing to handle the necessary clerical work but desires to make it understood that it is not in the insurance business. The settlement of a claim is a private transaction between the parents and the insurance company. All student accident forms must be returned to the superintendent’s office within 60 days of injury.

Bell Schedule

1 st Bell	7:30
1 st Block	7:35-9:11
Break	9:11-9:21
2 nd Block	9:24-11:00
A Lunch	11:03-11:25
B Lunch	11:28-11:50
3 rd Block	11:53-1:29
4 th Block	1:32-3:15

Delayed Start of the School Day

In the event of inclement weather, a delayed start of the school day may be necessary. When a delayed start is announced, school will begin at 9:45 a.m. The class schedules for BMS and BHS will be as follows:

BHS Delayed Start Class Schedule

1 st block	9:45-10:28
2 nd block	10:31-11:00
A Lunch	11:03-11:25
B Lunch	11:28-11:50
3 rd block	11:19-1:20
4 th block	1:25-3:15

Curriculum and Other Related Items

Class Load

All underclassmen are to enroll in classes which occupy four blocks of the school day (Exception: Co-op students must be enrolled in three blocks). Juniors and seniors may leave campus after three blocks if schedule allows (Exception: Dual enrollment students may leave campus after two blocks).

Change of Schedule

Students are not allowed to change a schedule without the permission of the principal. Before any

student can drop from a class roll or change a schedule in any way, the students must meet with the principal. Schedule changes will not be made unless the change is absolutely necessary and in the best interest of the student and the school. No student will be permitted to drop a course after a one-week change of schedule period except for enrollment in the special education program, enrollment in the talented and gifted program, or a change in enrollment in the Co-op program. Dropping a course after the change of schedule period will result in a “F” in the course.

Graduation Requirements

The minimum number of units required for graduation is 26.

Courses	Units
English	4
Mathematics (Algebra I, Algebra II, Geometry plus one additional math)	4
American Government	½
Mississippi Studies*	½
U.S. History	1
World History	1
Geography	½
Economics	½
Science (Biology I, Chemistry I or Physical Science + two electives)**	4
Health	½
Business and Technology***	½
The Arts (Art, Music)	1
Physical Education****	½

Electives	7
*The credit earned for a State/Local Government course in any other state by an out-of-state student who enters after the sophomore year can stand in lieu of Mississippi Studies or Mississippi State and Local Government.	
**Students MUST take 4 science courses. Biology I and a choice between Physical Science or Chemistry I must be two of the four required courses. Introduction to Agriculture can be counted as a science.	
***One unit in Computer Discovery is accepted in lieu of the two ½ unit courses. Evidence of proficiency in Keyboarding and Computer Applications is acceptable in lieu of the required courses if the student earns one unit in any of the courses listed in the Business and Technology Framework (academic or vocational).	
****Beginning with 2000-2001 seniors, the limitations have been removed for elective units in band, physical education, and choral music. Elective units in physical education include participation in interscholastic athletic activities that meet the instructional requirements specified in the Fitness Through Physical Education Framework and that are sanctioned by the MSHSAA.	
Students whose parents opt for the District Graduation option must meet the following graduation requirements:	
English	4
Mathematics (Algebra 1, Geometry plus two additional math courses)	4
American Government	½
Mississippi Studies	½

U.S. History	1
World History	1
Science (Biology I, Chemistry or Physical Science + one additional Science)	3
Health	½
Physical Education	½
Business and Technology	½
The Arts	1
Electives	4½

***** Students must complete a research project as specified by the Principal or the Principal's designee during their Junior or Senior Year. *****

Subject Area Testing Requirements

Students	Assessment Based Graduation Requirements
All Students	Students must pass the Subject Area Tests in U.S. History from 1877, English II, Biology 1, and Algebra 1
	Or Score a 17 on the ACT in a comparable area
	Or meet the standards set forth in the concordance table provided by the Mississippi Department of Education
	Or pass a Dual Credit Course in the Corresponding area (Must be approved in advance by the Principal)

College Preparatory Curriculum

Admissions Standards

You can be admitted to a Mississippi university by meeting any of the following criteria:

- ▶ Complete the [College Preparatory Curriculum](#) (CPC) with a minimum 3.2 high school grade point average (GPA) on the CPC; or
- ▶ Complete the College Preparatory Curriculum (CPC) with a minimum 2.50 high school GPA on the CPC or a class rank in the top 50%, and a score of 16 or higher on the ACT* (Composite); or
- ▶ Complete the College Preparatory Curriculum (CPC) with a minimum 2.00 high school GPA on the CPC and a score of 18 or higher on the ACT* (Composite); or
- ▶ Satisfy the NCAA standards for student athletes who are "full-qualifiers" under Division I guidelines; or
- ▶ Students who do not meet the above criteria are nonetheless eligible for admission. Such students must participate, however, in an on-campus placement process at the university of their choice.

The process will determine whether the student may be enrolled in regular freshman-level courses or be required to enroll in the summer semester with mandatory participation in the [Summer Developmental Program](#). Successful completion of the summer semester entitles the student to continued enrollment in the fall semester at the university of his or her choice.

For more information on academic programs, admissions standards, and financial aid, please call 1.601.432.6501 for academic programs and admissions standards information or 1.800.327.2980 or 1.601.432.6663 for financial aid information.

***In lieu of ACT scores, students may submit equivalent SAT scores.**

Effective summer 2012, the Mississippi Institutions of Higher Learning universities will admit Mississippi High School graduates under both a **required** and **recommended** College Preparatory Curriculum (CPC). The CPC identifying *15 ½ Carnegie units is the minimum required CPC for full admission and the 19 ½ Carnegie unit CPC is recommended* for enhancing student readiness for university-level coursework.

Mississippi Universities requiring these standards are:

Alcorn State University
Delta State University
Jackson State University
Mississippi State University
Mississippi University for Women
Mississippi Valley State University
University of Mississippi
University of Southern Mississippi

REQUIRED

The College Prep Curriculum for students graduating from high school and entering a public institution of higher learning the summer of 2012 is as follows:

- ▶ English: 4 Carnegie Units - All must require substantial communication skills components (i.e., reading, writing, listening, and speaking).
- ▶ Mathematics: 3 Carnegie Units - Includes Algebra I, Geometry, and Algebra II. A fourth class in higher level mathematics is highly recommended.
- ▶ Science: 3 Carnegie Units - Biology, Advanced Biology, Chemistry, Advanced Chemistry, Physics, and Advanced Physics or any other science course with comparable rigor and content. One Carnegie unit from a Physical Science course with content at a level that may serve as an introduction to Physics and Chemistry may be used. Two of the courses chosen must be laboratory based.

►Social Studies: 3 Carnegie Units - Courses should include United States History (1 unit), World History (1 unit with substantial geography component), Government (½ unit), and Economics (½ unit) or Geography (½ unit).

►Advanced Electives: 2 Carnegie Units - Requirements may be met by earning 2 Carnegie units from the following areas/ courses, one of which must be in Foreign Language or World Geography.

- Foreign Language
- World Geography
- 4th year lab-based Science
- 4th year Mathematics

►Computer Applications: ½ Carnegie Unit - The course should include use of application packages such as word processing and spread sheets. The course should also include basic computer terminology and hardware operation.

►Pre-High School Units: Algebra I, first year Foreign Language, Mississippi Studies, or Computer Applications taken prior to high school will be accepted for admission provided the course content is the same as the high school course.

RECOMMENDED

The College Prep Curriculum for students graduating from high school and entering a public institution of higher learning beginning in the summer of 2012 is as follows:

►English: 4 Carnegie Units - Compensatory Reading and Compensatory Writing may not be included.

►Mathematics: 4 Carnegie Units - Includes Algebra I, Geometry, Algebra II, and any one Carnegie Unit of comparable rigor and content. (e.g., Advanced Algebra, Trigonometry, Pre-Calculus, Calculus, AP Calculus AB, AP Calculus BC, Discrete Mathematics, Probability and Statistics, or AP Statistics)

►Science: 4 Carnegie Units - Includes Biology I, Chemistry I, and any two Carnegie Units of comparable rigor and content. (e.g., Physics, Physical Science, Biology II, Chemistry II, AP Chemistry, Physics II, AP Physics B, AP Physics C – Electricity and Magnetism, and AP Physics C – Mechanics, Botany, Microbiology, or Human Anatomy and Physiology.)

►Social Studies: 4 Carnegie Units - Includes World History, U.S. History, Introduction to World Geography, U.S. Government, Economics, and Mississippi Studies. (Credit earned for a State/Local Government course in any other state may stand in lieu of Mississippi Studies.)

►Arts: 1 Carnegie Unit - Includes any one Carnegie Unit of visual and performing arts course(s) meeting the requirements for high school graduation.

►Advanced Electives: 2 Carnegie Units - Includes any two Carnegie Units of Foreign Language (I and II), Advanced World Geography and a Foreign Language (I) or any combination of English, mathematics, or lab-based science courses of comparable rigor and content to those required above.

►Computer Applications: ½ Carnegie Unit - Course should emphasize the computer as a productivity tool. Instruction should include the use of application packages, such as word processing and spreadsheets. The course should also include basic computer terminology and hardware operation.

►Pre-High School Units: Algebra I, first year Foreign Language, Mississippi Studies, or Computer Applications taken prior to high school will be accepted for admission provided the course content is the same as the high school course.

Classification of Students/Promotion

Promotion and retention shall be based upon number of credits earned or dependent on student's diploma pathway.

General Requirements for Promotion

1. Students must satisfy state requirements relative to the Mississippi Assessment Programs.
2. Each course shall be based upon the essential skills identified in the Baldwin School District Curriculum Structure and an average score of 68 shall be considered passing.
3. Students who fail to meet 15% of the objectives of the Statewide Assessment Program will be retained in their present grade/course.

District Guidelines for Subject Area Testing

1. In the event a student passes the SATP course of study but fails the SATP Test, the subject area teacher, principal, and curriculum coordinator will review the student's test results and develop a plan of review before retesting.
2. In the event a student passes the SATP Test but fails the SATP course, the student must repeat the course and maintain an average of 68 to receive credit.
3. In the event the student fails the SATP course and the SATP Test, the student MUST repeat the course and maintain an average of 68 to receive credit and retest at the appropriate time.

Those wishing to take the retest must go to remediation prior to testing.

Individual Requirements for Promotion

1. Grades 9-12: Determined by the number of credits
Freshmen – Successful completion of eighth grade and less than Seven credits
Sophomore – Seven credits
Junior – Thirteen credits
Senior – Eighteen credits
2. Special needs students must meet the minimum requirements of their IEPs.

Dual Enrollment

High school students who are interested in enrolling in college courses may do so with a recommendation of the guidance counselor and the principal. These students must have 14 Carnegie units, a 3.0 grade point average accumulated in grades 9-10, and an unconditional letter from the principal or counselor saying “we give permission to dually enroll”.

Students who are interested in pursuing this exciting challenge should schedule an appointment with the high school principal. Students and their parents are responsible for all fees and tuition associated with dual enrollment. ACT requirement or equivalent set by college.

Early Graduation Policy

A student wishing to satisfy his or her graduation requirements early and graduate in three years must first meet with the Principal or Counselor. The student will not be given final approval to graduate early until the end of his or her sophomore year. If the student has successfully earned a minimum of eighteen credits **and** passed all of the Subject Area Tests to that point, the student’s parents or guardian will be required to sign a permission letter stating that they understand the procedure, requirements, and consequences of graduating early. Please note that receiving approval to graduate early does not guarantee that the student will satisfy the state and district requirements to receive his or her diploma in three years.

Requirements for Occupational Diploma

Effective for students with disabilities as defined by the Individuals with Disabilities Education Act, students entering ninth grade in the 1999-2000 school year may receive an Occupational Diploma. These students must earn the course credits outlined in the Baldwin Public Schools Special Education Curriculum and successfully complete an approved occupational portfolio in order to be awarded the Occupational Diploma.

Courses		Credits
English/Language Arts 4 credits include equivalent of Employment English I Employment English II Employment English III Employment English IV		4
Mathematics 4 credits to include equivalent of Job Skills Math I Job Skills Math II Job Skills Math III Job Skills Math IV		4
Science 4 credits to include equivalent of Life Skills Science I Life Skills Science II Life Skills Science III Life Skills Science IV		4
Social Studies 4 credits to include equivalent of Career Preparation I Career Preparation II Career Preparation III Applied Career Preparation IV		4
Reading I (as identified in IEP)	1	
Reading II (as identified in IEP)	1	
Reading III (as identified in IEP)	1	
Reading IV (as identified in IEP)	1	
TCE (10 th , 11 th)	1	
Career technical		1
Electives*		3
Total		20
*Students are allowed to take any electives from the general curriculum that is appropriate for them.		

Credit Recovery for Grades 9-12

The approval of the principal or superintendent of the home school must be obtained before the final enrollment of pupils in summer school. A maximum of two units may be earned during one summer. A student may earn a maximum of four units of credit in summer terms toward meeting graduation requirements during the high school career. The student may enroll in summer courses for remediation or enrichment. The following guidelines will be used for remediation enrollment:

1. Approval will be given only for a course which the student has failed. Space permitting, a student may audit a class in order to build skills in a subject area.
2. Eighth graders who failed Computer Discovery and Pre-Algebra may take credit recovery at the high school.
3. Subject Area Testing courses are only allowed to be recovered if the student passed the Subject Area Test.
4. In order to participate in Credit Recovery students must have a minimum average of 55 in the course failed.

For enrichment purposes students may be allowed to enroll in a course which is not included in the district’s curriculum.

Correspondence Courses

One unit of correspondence work may be accepted toward high school graduation. All correspondence work which is to count toward meeting the graduation requirements **must have prior written approval of the superintendent or his/her designee and be on the approved list in Bulletin 171.**

Guidelines for enrollment in correspondence work to remediate include the following:

- High school students will be given permission to enroll in a correspondence course only during the summer. **Exception:** A student is a senior and it is not possible to

schedule a required course for graduation in the curriculum offered by the district.

- The course must be completed not later than the first day of the succeeding school year.
- Correspondence courses are taken through the college providing the course, not BHS. The student and parent are responsible for enrolling in and paying for the course(s).
- For enrichment, a student may be allowed, upon approval, to enroll in a course that is not included in the district's curriculum or a course in which a student cannot be enrolled because of a schedule conflict during the school year.

Other Enrichment Coursework for High School Students

The Board and staff of the district encourage students to pursue other avenues of enrichment courses through advanced placement, college courses, satellite delivery, on-line courses, etc. which will be beneficial to the student. Any student having a desire to pursue this endeavor will need to secure approval through the principal's office.

Textbooks

Textbooks for pupils are furnished by the state. These are issued at the beginning of the school year on a loan basis. Parents assume full responsibility for the books and their proper care until they have been returned to the school. Pupils should see that their books are not abused, as a fine will be charged for any wear. In case of a lost book, the list price of the book must be paid before another book will be issued. Students are encouraged to keep covers on books.

Co-curricular/Extracurricular Activities

Academic Rules for Student Participation in Activities

1. To be eligible for participation, a student must be on track towards graduation.
2. A student must also meet the following minimum scholastic requirements at the end of a semester for continuing eligibility and at the end of the year if the pupil is to be eligible for the next year:
 - a. To be eligible, a student must be able to demonstrate normal progress toward the number of Carnegie units required for graduation at the end of the semester.
 - b. The student must have at least a passing average (68) in each course that amounts to six (6) credits toward graduation each year, and an average of 75 for the six courses.
 - c. **ONE EXCEPTION** may be given during the student's high school career – grades 9 – 12. If he/she passes the required number of credits the first semester; he/she may become eligible the 2nd semester.
 - d. A student who fails to meet the academic standards at the end of the year may choose to attend an accredited summer school. Summer school will be considered an extension of the second semester and credits earned in such a school may be considered in determining the scholastic eligibility of students. The completion of a full unit or major subject during summer school will be classed as passing one major subject for one unit of credit and not as passing two major subjects for one half unit each. Accredited correspondence courses may be accepted for establishing eligibility provided the course has been completed and recorded by the opening of school.
 - e. If a student is out of school one or more semesters, s/he will be ineligible upon return. The student may regain eligibility by passing (at semester) subjects that will successfully indicate that said student will be on track toward graduation. A student who is eligible for a given semester cannot drop out of school during the semester or remain out of school for one or more semesters and return to school with the same eligible status.

Students entering the ninth grade for the first time must pass their grade level by achieving at least a passing grade (75) in core courses the previous year to be eligible to participate at the start of school. Core courses include language arts (English), math, science, social studies, and reading.

The following exceptions will be made for students in these categories:

- a. Students who have been tested, screened, and placed in a TMR or EMR Special Education program.
 - b. Students who have been tested, screened, and placed in accordance with their IEP in a Special Education Certificate program (one which does not require the earning of Carnegie units). Students ruled eligible under the exceptions will be assigned a date of entering the ninth grade corresponding to other students of that age and will be subject to all other rules and regulations governing activities for regular education students including attendance.
4. Some clubs/organizations have additional requirements. Sponsors of these activities will inform participants of any additional rules.

School Activities Participation

In order to comply with the mandates of Performance-based Accreditation Standards and to ensure that scheduled academic instructional time is protected from undue interruptions or delays, the following policy has been established by the Baldwin School District Board of Education and administration:

For a student to participate in a game or activity, s/he must be present at school the day of the contest and attend 60% of her/his classes; any exceptions will be referred to the principal for a decision.

The Baldwin School Board and administration encourage students to participate in multiple sports, band and cheerleading activities. Conflicts that exist regarding half-time participation will be resolved between the coach, the band director, and cheerleading sponsor.

Assembly

Assembly programs of various types are held throughout the school year, usually during activity period. Students must attend the assemblies, unless excused by a teacher, and are expected to conduct themselves properly.

Pep Rally

When pep rallies are held during the school day, students are expected to attend and conduct themselves properly.

Grades/Grading

Retention Waiver Policy

If a student does not pass a particular course/grade which will prevent him/her from meeting promotion requirements, the following options are available to the student/parent:

1. The student may attend an approved summer school or participate in an approved correspondence course (high school students only). Before awarding course credit for summer school or correspondence course work, a student must present a passing grade in the summer school/correspondence course.
2. Students who earn advancement from one grade to the next will receive a “promoted” status on report cards and permanent records; students who are placed at the next grade level as a result of the Retention Waiver will receive a “placed” status on report cards and permanent records. Number grades in both instances will reflect the student’s actual achievement.
3. Students who are placed are not eligible to participate in any extracurricular activities.

Grading System

In order for the student to pass a course/grade, he/she must maintain a passing average in the course for the year/semester. The nine weeks average will be comprised of 60% tests, major projects, etc. 30%

homework, and 10% nine weeks test grade. The semester average will be comprised of the two nine weeks’ averages at 45% each and the final exam grade at 10%. Averaging the two semester grades will derive final averages for year long courses.

Grade Reports

Grade reports will be sent home to parents at the end of each nine-week grading period. Progress reports will be sent home with students at the end of four weeks during each nine-week grading period. The dates of issuance of report cards and progress reports are indicated on the school calendar. Parents may also observe grades by using the Active Parent link found on the district website.

Grade reports will be issued following the end of each nine weeks. Take your report card home with you so your parents can see the grades you are making. Discuss your grades with your parents. The grading system is as follows:

A (Superior)	90 – 100
B (High Average)	80 – 89
C (Average)	70 – 79
D (Low Average)	68 – 69
F (Unsatisfactory)	Below 68
INC (Incomplete)	(See Removal of Incomplete Grades)

Removal of Incomplete Grades

Students who are absent from school in excess of five (5) consecutive days because of prolonged illness (including pregnancy) or hospitalization are required to keep up with their regular school assignments. These students will be allowed the maximum of two weeks after returning to school to make up all missed work.

For short term absences (four days or less), the student will be allowed the number of days missed to complete make-up work (i.e., If a student misses two days, he/she is allowed the two following days to make up missed work). If work was already assigned the student is responsible for that work upon return to school. After this time period, a no-credit grade (a

grade of zero [0] for each assignment) will be averaged with the student’s grades. Parents should make arrangements to pick up make-up work/assignments no earlier than 3:00 P.M. or make other arrangements.

Examinations/Exemptions

Students must take examinations at the regularly scheduled time unless they are exempt. All exceptions must be approved in advance by the principal. Request for exceptions must be made by the parent/guardian (not the student) who must gain permission from the principal. Only in emergency situations will exceptions be made.

In order to encourage and reward high academic achievement, good attendance, and proper conduct, the following policy pertaining to exemptions will be implemented. Students 5-12 grade are eligible.

1. Exemption from second semester examinations (two-semester courses) and semester examinations for one-semester courses are available for all students and will be determined by cumulative averages.
2. Any student in grades 5-12 who has an A average in an academic subject, has no more than two (2) disciplinary referrals in that subject (for the class term), and has no more than 7 absences is eligible for exemption from the semester examination in that subject.
3. Any student in grades 5-12 who has a B average in an academic subject, has been absent from that class no more than three (3) times for a semester class and no more than seven (7) times for a year long class, and has no more than two (2) disciplinary referrals in that class will be eligible for exemption from taking his/her second semester examination in that subject.
4. Any student in grades 5-12 who has a C average in an academic subject, has not been absent from that class, and has no disciplinary referrals in that class will be eligible for exemption from taking his/her second semester examination in that subject.
5. Exemptions following the appropriate guidelines are possible for one-semester courses.

6. Absences required by participation in school activities do not count when determining exemptions.
7. No Exemptions for any OSS for any class or reason.
8. Exemptions for block classes will follow the following table:

A 1 semester class on full block:
 A- 7 days
 B- 3 days
 C- 0 days

A 9 weeks class on full block:
 A- 3 days
 B- 2 days
 C- 0 days

9. Students with 7 or more tardies for school for a semester block class or 3 tardies for school for a 9-weeks class will not be eligible for any exemptions.

Honors

Student achievement of academic excellence is posted through the use of two lists: the Principal's List and the Honor Roll. To qualify for the Principal's List, a student must earn a 4.0 (90—100) in all graded subjects taken for the term under consideration. To qualify for the Honor Roll, a student must earn a 3.0 (80 or above) in all graded subjects taken for the term under consideration. Students with high academic achievement will also be honored during the Academic Awards' Program. The program will be held in the spring to honor students who maintain an A (90-100) average, with no numerical **YEARLY** grade lower than a B (80) computed through the third nine weeks' grading period. To be eligible for this award, the student must meet the following criteria:

1. Earn Three (3) credits per semester enrolled.
2. Have the required average. Grades will be determined by averaging the third nine-weeks' grade to the first semester average grade and divided by two (2) for a yearly average.
3. Have not been suspended out of school.

Students who are classified as seniors may be recognized for outstanding academic performance in two ways:

1. The Valedictorian(s) and Salutatorian(s) will be selected from the senior class on the basis of the highest and second highest grade point average, respectively, **as computed through end of the third nine weeks' grading period.** Beginning with the 2013-2014 senior class (2010-2011 freshman class), the grade point average used to determine Valedictorian and Salutatorian, class rank, and honor graduate status will be weighted. The Valedictorian(s) and Salutatorian(s) will be given the opportunity to speak at graduation. Ranking Procedures will include the following:

- a. Class ranking for graduation will be calculated using the final grade for each course beginning in grade 9 plus grades plus high school courses taken in the 8th grade and grades thru the third 9 weeks of the senior year.
 - b. Students who wish to compete for the honorary titles of Valedictorian or Salutatorian must have successfully completed at least eight (8) of the honors courses.
 - c. Honors courses will include the following: Three credits of AT English ; AP English Lit and Comp; Algebra II; Advanced Math; AP Calculus; Chemistry; AP Biology; Physics, Biology II; Human Anatomy & Physiology; Spanish 2; Accounting II and any Dual Credit Course.
 - d. If a tie occurs, the student who has taken the most honors classes will be named Valedictorian. If a tie still exists, co-Valedictorians will be named.
2. Seniors with a 92 or higher grade point average will graduate as honor graduates.

General Rules of Conduct

Attendance

Students will be required to make up all missed work assigned, regardless if the work was assigned during an excused or an unexcused absence.

Regular attendance is extremely important to one's success in school. The Baldwin School District's Attendance Policy is as follows:

1. Parent Day—Two college days (seniors), one college day (juniors) and two parent days will be provided for students. Non-school activities such as church functions, competitions, etc., will be excused with parent permission when requested in writing in advance.
2. When you are absent from school, your parent/guardian must notify the school office by phone or in person the day you are absent to verify the reason for your absence. Students returning to school after an absence are required to arrive at school early enough to get an admission slip before first period begins. **STANDING IN LINE AFTER THE TARDY BELL RINGS WILL NOT EXCUSE A STUDENT'S TARDINESS.** If there is no communication with parents, you will not be issued an excused absence. Acceptable excuses include personal illness, critical illness or death in the immediate family, medical or dental appointment, or other reasons as specified in 37-13-91 (4. a....i) of the Mississippi Code. A physician's excuse must be provided in order for medical or dental appointments to be excused. The superintendent of the district or his/her designee will determine if an excuse is acceptable. Acceptable excuses must be received within three (3) business days of the student's return in order for the absence to be excused.
3. Except in cases of extreme emergency, you will not be allowed to check out of school unless a parent/guardian comes to pick you up. High school students' parent/guardian must have in-person contact with a school official before you will be allowed to leave school. There must be a valid reason for a student to be picked up during the school day. Students with medical conditions that may require them to occasionally leave school for **EMERGENCY** treatment must have on file from a physician a statement to that effect.

4. Any student who is absent from school for any reason other than those above will be considered unexcused.
5. Seniors have a responsibility for setting the proper example in attendance. Seniors who take a “skip day” will be considered truant.
6. In order to be eligible for perfect attendance, the student must be in attendance sixty-three (63) percent of the school day. All juniors and seniors who do not have a fourth block class must stay to the end of third block to be considered present for an entire school day.
7. Anyone arriving at school after 8:00 a.m. will be considered absent from 1st period.
8. In order to participate in extra curricular activities students must be at school sixty-three (63) percent of the school day or provide a valid Doctor or Court note for that day.

Tardiness

A student is allowed three (3) unexcused tardies (total) to school or class per semester. The following consequences will follow subsequent unexcused tardies.

1. Four to five unexcused tardies result in after school detention.
2. The sixth and seventh unexcused tardy will result in In School Suspension.
3. Should the student choose to be tardy for the eighth time and any other tardy thereafter, the result will be at the principal’s discretion.
4. Work missed during unexcused tardies will not be made up.

Tardiness to School:

1. All students who report to school after the tardy bell rings for the beginning of homeroom must report to the office as soon as s/he arrives. Not reporting to the office is a very serious infraction and will be dealt with as such.
2. Bus transportation is available for all students living one mile or more from school. Therefore,

personal transportation problems will not be cause for an excused tardy.

3. Unexcused tardies include car trouble, oversleeping, personal errands, work, and no one awakening you.
4. Excused tardies include medical reasons or court.

Tardiness to Class:

If a student reports to class after the tardy bell has rung, s/he must have a note from the teacher of the class which s/he was attending previous to the class for which s/he was late. Teachers are discouraged from detaining any student, if at all possible.

Teachers will record absences for the first period and post them on the outside of her/his classroom door to be collected by office personnel shortly after the tardy bell sounds.

Truancy

Students are considered truant if they are absent from any class, leave campus without proper authorization, or are absent from an assigned detention. Truancy will result in unexcused absence and students will not be allowed to make up missed work. Students who are truant will be referred to the principal for the following actions:

1. On the first offense, the student will be subject to 1 day suspension in-school or out-of-school, as deemed appropriate by the principal.
2. On the second offense, the student will be subject to 2 days suspension in-school or out-of-school as deemed appropriate by the principal. ON returning to school, the parent must accompany the student for a conference.
3. The third offense will result in 3 days suspension in-school or out-of-school, as deemed appropriate by the principal, with the subsequent parent conference.
4. Any following offense may be viewed as habitual and could result in placement in the alternative school.

Uniform Classroom Rules

1. Follow directions the first time they are given.
2. Be in your assigned seat ready to work when the tardy bell rings.
3. Come to class with all your books and materials.
4. Raise your hand and wait to be recognized before speaking.
5. Eating food and chewing gum in class in PROHIBITED.
6. Keep your hands, feet, and objects to yourself. Consequences for failure to follow Uniform Classroom Rules are detention or corporal punishment.

Dress Code

The Baldwin School District believes that it is our responsibility to encourage students to be neat and well groomed. In order for us to avoid having a stringent dress code, students and parents must exercise some degree of responsibility in the matter of dress. Dress for school is informal with decency being the vital criteria for appropriate dress. Students whose clothing or appearance is disruptive will not be permitted to remain in class until the matter has been corrected in the judgment of the principal. Students will not be permitted to leave school to correct the problem.

What the students may wear:

1. Jeans, full-length khakis, Capri pants, slacks. None of which may have holes exposing the skin above the knee.
2. Shirts/blouses with full backs (those with buttons must be fastened appropriately).
3. Appropriate shoes – no house shoes.
4. Short-length (waist) or mid-thigh length (no longer) jackets/coats.
5. Female students: Dresses or skirts that reach at or slightly above the knee (no slits, please). Male students will not be allowed to wear female attire (dresses, skirts, etc.) at ANY school function.
6. Cheerleaders may not wear uniforms to school.
7. Students who have a medical prescription for dark or shaded glasses must present their prescription to the principal for his/her approval.
8. Shorts may be worn, but must reach at or slightly above the knee. Umbro-type shorts are prohibited.

9. Only small studs may be worn in the nose or eyebrow. Principal will use discretion.
10. No long chains shall be worn on clothing.
11. Leggings may be worn, but only when covered with a dress or shorts which reach at or slightly above the knee.

Restrictions:

1. Pants shall be worn at the waistline. Those too loose to be worn at waistline must have a belt. Students that have pants that sag or uncovered tights will serve one (1) day in ISS when found to be out of compliance with the dress code. This includes during the school day and at extracurricular activities and other school events.
2. Shirts with abusive, profane, or suggestive language; references to gang signs/symbols, alcoholic beverages, or drugs.
3. Hats, caps, toboggans, sweatbands, bandannas, or any type of head covering.
4. Belts and suspenders must be fastened; suspenders must be worn on the shoulders.
5. Other apparel restrictions: sag, visible undergarments, transparent clothing, bare midriffs, hair curlers, cleavage.
6. Garments that are linked to gang or cult activity.
7. No wind suits with snaps down the side.
8. No trench coats.
9. Any other clothing deemed inappropriate by the principal.

Students must have someone bring them clothes to change into or clothing will be provided by the school.

School Bus Regulations

Students who ride buses are responsible to the driver while they are on the bus. Should a student misbehave, s/he will be reported to the principal for disciplinary action. Riding the bus is a privilege which can be lost because of misbehavior. In addition to other school rules, these general instructions are to be followed by students who ride buses.

1. Exercise extreme caution in getting on and off the bus.
2. Do not distract the driver.
3. Do not make unnecessary noise.
4. Keep hands, feet, and all articles inside the bus.
5. Do not bring unauthorized articles on the bus (pets, friends, combustibles, weapons, cans, bottles, balloons, tobacco products, etc.)
6. Follow the driver's instructions.
7. Do not eat or drink on the bus.

When the building principal receives a misconduct report from a bus driver, disciplinary actions will be taken. There are two (2) separate categories of violations. These behaviors include (but are not limited to) the following:

1. Discourteous, rude, mischief, eating or drinking on the bus, littering, use of profanity, or violation of safety rules.
2. Fighting, violent actions, damaging property.

Consequences for bus misconduct may be, but not limited to,

1. Three (3) days suspension from riding the bus.
2. Ten (10) days suspension from riding the bus.
3. Suspension from the bus for the rest of the school year.
4. Other disciplinary actions deemed appropriate by the principal.

STUDENT DISCIPLINE JDA

DISCIPLINE POLICIES AND PROCEDURES

Infractions for which students are subject to recommendation for expulsion to the Board of Trustees, Baldwyn School District: (expulsion shall be for up to one calendar year).

1. Possession, use of, or attempt to use weapons or any item as a weapon.
2. Possession, use of, or selling/buying of illegal drugs, paraphernalia, or alcohol.
3. Overt insubordination, aggressive action, chronic disobedience, or threats toward any Baldwyn School employee.
4. Fighting or harmful and aggressive action toward another student.
5. Accumulated out-of-school suspensions over 15 days in a given school year.
6. Excessive infractions of those listed for suspensions during the school year.
7. Committing any unlawful or violent act as described in Policy JCBE.
8. Dismissal from Alternative School.

Infractions for which students are subject to discipline include, but are not limited to the following:

1. Fighting—Middle and high school students are subject to 3-10 days out-of-school suspension, depending on severity and recurrence, alternative school and/or recommendation for expulsion.
2. Possession of weapons—10 days out-of-school suspension, recommendation for expulsion. For definition of weapons see JCDAE.
3. Possession with intent to distribute or use or being under the influence of drugs or alcoholic beverages, —immediate referral to police, 10 days out-of-school suspension and recommendation for expulsion.
4. Possession or use of fireworks—as deemed appropriate by principal.
5. Direct harassment, intimidation or threat to any school personnel or damage to personal property of any school personnel at any time —10 days out-of-school suspension, recommendation for expulsion.
6. Participation in unauthorized club or gang—1-10 days in-school or out-of-school suspension, alternative school, and/or

recommendation for expulsion. This activity may include, but is not limited to:

- The display or possession of gang symbols or hand signals;
 - Soliciting others for membership;
 - Requesting payment of dues, insurance, or any other form of protection from any individual or group;
 - Wearing or otherwise displaying colors, items of dress, manner of dress, jewelry, etc.;
 - Intimidating or threatening any individual, inciting others to participate in any form of physical violence involving persons or property.
7. Student-to-student sexual harassment will not be tolerated. Complaints of student-to-student sexual harassment will be handled in accordance with Policy JB-P. A substantiated charge against a student in the school district shall subject that student to disciplinary action including suspension or expulsion
 8. Student behavior that harasses or threatens other students or school personnel will not be tolerated. Baldwyn School District will treat hazing, as defined in MS Code 9-3-105 and stalking, as defined in MS Code 97-3-107, as serious offenses subject to criminal prosecution. School consequences may include in-school suspension, out-of-school suspension, alternative school, and/or recommendation for expulsion.
 9. Graffiti (writing on desks, walls, etc.)—1-10 days in-school suspension, plus restitution. Vandalism (damaging or defacing school property)—1-10 days suspension in-school or out-of-school as deemed appropriate by the principal, plus restitution (paying for the damage) and/or recommendation for expulsion.
 10. Refusal to accept direct punitive measures and/or counseling—1-5 days suspension in-school or out-of-school as deemed appropriate by the principal.

11. Direct disrespect or open defiance to personnel in the school district—1-5 days suspension, in-school or out-of-school as deemed appropriate by the principal.
 12. Disrupting the orderly operation and procedures of the normal school program—1-10 days suspension, in-school or out-of-school as deemed appropriate by the principal.
 13. Students are considered truant if they are absent from any class, leave campus without proper authorization, or are absent from an assigned detention. Truancy will result in unexcused absences. Students who are truant will be referred to the principal for the following actions:
 - a. On the first offense from school, the student will be subject to 1 day suspension in-school or out-of-school, as deemed appropriate by the principal.
 - b. On the second offense, the student will be subject to 2 days suspension in-school or out of school as deemed appropriate by the principal.
 - c. The third offense will result in 3 days suspension in-school or out of school as deemed appropriate by the principal, with a subsequent parent conference.
- See also Policy JBA and JBAC
14. Chronic disobedience to school or teacher rules or regulations—1-10 days in-school or out-of-school suspension, alternative school, and/or recommendation for expulsion.
 15. Use of profanity—corporal punishment, two (2) detentions or in-school or out-of-school suspension as deemed appropriate by the principal.
 16. Use of profanity directed toward school personnel—1-10 days out-of-school suspension.

Additional conducts students will be accountable for at all times are as follows:

1. Possession and/or use of any type of tobacco(smoking, chewing, snuff) or any smoking paraphernalia (including matches and lighters)—3 days in-school suspension for 1st offense—10 days in-school suspension for 2nd and subsequent offenses.
2. Unbecoming and improper displays of affection—3 days detention or 1-5-days in-school suspension.
3. Cheating of any nature will result in no credit for work cheated on, an alternate assessment, and ISS.
4. Display of pornographic materials, including Internet sites-loss of Internet privileges, 3-10 days in-school suspension, out-of-school suspension, alternative school and/or recommendation for expulsion as deemed appropriate by principal.
5. Indecent exposure—3-10 days in-school suspension, out-of-school suspension, alternative school and/or recommendation for expulsion as deemed appropriate by principal.
6. Refusal to follow acceptable dress code—1-5 days in-school suspension or out of school suspension.
7. Possession of beepers, cell phones, radios, tape players, CD players, iPods, MP3 players and any item that disrupts the educational process will result in the item being confiscated by the school officials and turned in to the assistant principal and will result in the following:
 - 1st offense—confiscated and kept for 10 school days or pay \$10 Fine
 - 2nd offense—confiscated and kept for 20 school days or pay \$20 Fine
 - 3rd offense—confiscated and kept for 30 school days or pay \$30 Fine*Each additional offense will result in an increase of 10 additional days or an additional \$10.

- Refusal to surrender item will result in —1-5 days suspension in-school or out-of-school as deemed appropriate by the assistant principal. These items may be left in automobiles on campus, but at no time should they be removed from automobiles.
8. Gambling or theft—corporal punishment, in-school or out-of-school suspension, alternative school and/or recommendation for expulsion as deemed appropriate by principal.
 9. Trespassing, unauthorized entry on school premises, or unauthorized use of school property—corporal punishment, in-school or out-of-school suspension, alternative school and/or recommendation for expulsion as deemed appropriate by principal.
 10. Misconduct in ISS—corporal punishment, in-school or out-of-school suspension, alternative school and/or recommendation for expulsion as deemed appropriate by principal.

A student may be suspended or recommended for expulsion for conduct that is in violation of school rules even when the act is not related to school or a school function. The suspension or expulsion can occur if the act is deemed to create a disruption to the educational environment or a detriment to the best interest and welfare of the school as a whole.

While serving days in In-School suspension (ISS), students may not attend school activities on or off campus. The school day ends at 3:15.

Students assigned to Out-of-School suspension (OSS) may not attend school, and are restricted from attending any school functions on or off campus. All Out-of-School suspensions will require a conference with the parent before the student returns to school.

Any student entering or already in our district that has had an extended stay (in excess of 3 days) in a correctional facility, will serve a transition period of 15 days at the alternative school.

Detention

The detention system is implemented with the intent of placing responsibility for acceptable behavior on the student. Detentions are assigned for excessive tardies and general misconduct. Gum chewing is specifically prohibited and will result in the assignment to detention. Students who are assigned to detention must report to the designated place with books and remain busy. No student will be allowed to remain idle or read undesirable books or magazines. The proctor will not tolerate talking or misconduct of any kind. Tardiness of over ten (10) minutes will result in another detention. Tardiness of less than ten (10) minutes will be punished by extended time. Misconduct during detention will result in administrative action. Students are considered truant if they are absent from detention. See Truancy for disciplinary actions.

In-school Suspension

Rationale: The Baldwin School District, in an effort to keep disruptive students in school and convey the message that certain behaviors are not acceptable, will conduct an In-school Suspension (ISS) Program. Students assigned to ISS will not be counted absent in the classroom while serving In-school Suspension. Rule violations that will result in being assigned to in-school suspension:

1. Students may be assigned to ISS at principal’s discretion and as many times as deemed appropriate.
2. The student may be assigned to ISS for any of the infractions listed under the heading “Discipline Policies and Procedures” in the current [Student/Parent Handbook](#).
3. At the discretion of the administration, any other offenses not covered above may result in assignment to ISS.
4. Depending on the severity of the offense, as determined by the administrator, the student may not

be allowed to participate in extra curricular activities when he/she is assigned to ISS for multiple days.

Guidelines:

1. Students will be given assignments by their teachers and/or ISS supervisor to complete while they are housed in the In-school Suspension room.
2. Students whose presence at school would pose an immediate danger to the daily activities of school will not be assigned to ISS.
3. Students will be given a grade for the work that is completed during In-school Suspension. Each teacher will determine the assignment and will grade the work.
4. After a student has accumulated an excessive number of days in ISS (principal’s discretion) any further misbehavior, which warrants a suspension, may result in Out-of-School suspension, recommendation to alternative school, or recommendation for expulsion .

**The school district reserves the right to govern any incident not defined in this handbook.
Alternative School**

The Baldwin School District has joined Booneville School District to form the Northeast Mississippi Regional Alternative Education Cooperative (NMRAEC). The purpose of this cooperative is to develop, implement, and operate a joint school facility to provide an alternative education program on a non-discriminatory basis for at-risk youth in grades 5 through 12 or the appropriate grade age. NMRAEC will provide preventive and intervention-type programming for the at-risk youth that will follow the youth back to the school of the district from which they came. Programs offered by NMRAEC will include computer-assisted instruction, drug prevention and intervention, teen parenting support, social and health services prevention and intervention, and other support services for youth who are academically and socially at-risk. Students may be referred for placement in the NMRAEC school for any offense that would normally result in excessive suspensions or

expulsion.

The following assignment procedures will be followed:

1. The principal submits a written recommendation to the Superintendent with a summary of the student's disciplinary record.
2. The superintendent will reply in writing to the principal.
3. The principal will notify the parents/guardian or adult with custody and conduct a conference, if possible, explaining the action taken and any other pertinent information.
4. The parent/guardian or adult with custody may appeal the principal's decision by requesting an Administrative Hearing, as specified in Board Policy JCAA.
5. If appealed by the parent/guardian or adult with custody, the student may remain in school during the appeal process unless the principal determines the student's presence at school to be detrimental to the school's learning process.

Placement will be for a minimum of nine weeks, unless extenuating circumstances necessitate an early release. Those students who meet the criteria for release will be referred to their school district. It is at the discretion of the home school district to approve or reject the student's release. However, any student suspended from NMRAEC shall be returned to the home school and will be subject to any additional disciplinary action as may be determined by said district. The criteria for release will include the following:

1. completion of work;
 2. behavioral reports from the classroom teacher; and
 3. counseling records and any other information deemed pertinent by the screening committee.
- Students in the district who have not been denied bus privileges as a result of violations (see School Bus Regulations) will be provided with transportation to the alternative school. Students who have been denied bus privileges or are required by the NMRAEC staff to report early or stay late must make arrangements for their transportation.

Students assigned to the NMRAEC School will not be allowed to participate or attend extracurricular activities at any member school.

Cafeteria Regulations

Students who eat in the cafeteria must keep in mind that misconduct of any nature is infringing upon the rights of other people who are trying to enjoy their meals.

1. Students must pay for their meals each day—no lunch or breakfast will be charged. Advance payments are on Monday and Tuesday only. Checks must be for the amount of school food purchase only.
2. Students must report to the cafeteria during their assigned lunch period.
3. Food Service regulations do not permit any student to bring a soft drink in its original container to the cafeteria. Therefore, no canned, glass, or plastic soft drinks are allowed in the cafeteria. Students may bring juice or beverages in Thermos containers. Any commercial food must be in a "brown sack" or lunch box. No commercial food shall be delivered to the campus for one hour before breakfast or one hour before lunch and until the end of either serving period.

Offer vs. Serve Requirements: The Baldwin School District subscribes to Public Law 94-105, "Offer vs. Serve." This law requires all students to be offered five (5) food items for a school lunch and four (4) food items for a school breakfast. Complying with Federal regulations requires the following:

1. The complete school lunch must be planned and offered to all students. It must consist of the following five (5) components: (a) meat or meat alternate; (b) vegetable or fruit #1; (c) vegetable or fruit #2; (d) bread or bread alternate; and (e) one-half pint of milk.
2. Students are required to take at least three (3) of the five (5) food components for a school lunch and three (3) of the four (4) components for a school

breakfast. Pre-plating is allowed for elementary students in grades K-5 for both breakfast and lunch.

3. In counting the number of food items taken, a double serving of an item taken does not count as two food items. Thus, if you give a student two servings of French fries, that is only one food component, and the student pays for a second serving.

4. Substitutes are not provided. For example, the cafeteria is not required to provide another drink if the student does not take milk.
5. The student pays the established lunch price Determined by his/her eligibility. The following list provides meal costs for the 2011-2012 school year:

- a. Breakfast
Adult -- \$2.00
Student: Regular price -- \$1.25; Reduced price -- \$0.30
- b. Lunch
Adult -- \$3.50
Elementary students: Regular price -- \$2.25; Reduced price \$0.40
Middle/High School students: Regular price -- \$2.50; Reduced price \$0.40

Diet: Regulations governing the Federal lunch and breakfast program permit food substitutions for individual children with medical or other special dietary needs. This regulation allows substitutes **ONLY WHEN SUPPORTED FROM A RECOGNIZED MEDICAL AUTHORITY** which includes recommended alternate foods. Since most allergies are continuous, it is not necessary for a new statement to be secured each year. The same regulation applies to milk allergies. Please contact the local Food Service Director if this type of service is needed.

Competitive food rule: No food is to be sold on campus for one hour before breakfast or one hour before lunch and until the end of either service period. Any food may be sold after breakfast and until one hour before lunch.

Care of School Property

It is your duty as a student and a citizen to see that school property is protected from abuse. Any student

responsible for damaging school property shall be liable to suspension or expulsion and his/her parents or person(s) in *loco parents* shall be liable for all damages (Mississippi Code 37-11-19).

Ways Parents Can Help

1. Your attitude toward school attendance sets the tone for your child's attitude. Be positive.
2. Regardless of your child's age, set a regular bedtime and/or curfew. The proper amount of sleep helps avoid "sleeping late."
3. Allow plenty of time for getting ready in the mornings.
4. Provide an alternate plan for getting your child to school on time if the bus or ride is missed in spite of your best efforts.
5. Make every possible effort to schedule doctor, dentist, and other appointments before or after school hours.
6. When you must schedule appointments during the school day, try to stagger them so that your child does not miss the same class every time.
7. If your child must be out of school for an appointment, make every effort to get him/her back to school for at least part of the school day.
8. Refuse to view tardiness as acceptable behavior.
9. Refuse to write excuses for anything other than a legitimate absence.
10. Discourage early checkouts.
11. Talk to your child about responsibility and the need to develop good work habits and positive attitudes now.
12. Plan family vacations in accordance with the school calendar as much as possible.

13. If you know in advance that your child must be absent, notify his/her teacher(s) and make sure that your child understands her/his responsibility for making up work that is missed.
14. If your child is a teenager who drives to school, make him/her accountable for attendance.
15. Don't send a child to school who is REALLY ill. Use good judgment.

What to do when...

You are absent – have a parent or guardian call the school on the day you are absent by 8:00. Acceptable excuses include personal illness, critical illness or death in the immediate family, medical or dental appointments, or other reasons as specified in 39-13-91 of the Mississippi Code (4. a...i.)

You are tardy to school – report to the principal and secure a tardy slip to homeroom. If you are tardy to class, your teacher will add your name to the class period report.

You become ill at school – after receiving permission to use the telephone, call your parent or guardian. The parent/guardian must call the school and notify school officials that you have permission to leave school. Before you leave, you must sign the checkout list in the office.

You wish to leave the classroom – secure permission and a hall pass from your teacher. Return to the classroom as quickly as possible.

Baldwyn School District Acceptable Use Policy

Student/Parent/Community Member/Educational Staff

Introduction

The Baldwyn School District has established a computer network and is pleased to offer Internet access to students, parents, educational staff and community use. This will allow all stakeholders to have access to a variety of Internet resources. In order to use available resources, students and their parents or guardians, community members and educational staff must first **read** and understand the following acceptable use policies.

It shall be the responsibility of all members of Baldwyn School District's staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the CIPA, the NCIPA and the Protecting Children in the 21st Century Act. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of Baldwyn's technology department. Each school in the district will provide age-appropriate training for students who use the Internet. The training provided will be designed to promote commitment to:

- a. The standards and acceptable use of Internet services as set forth in the Internet Safety Policy;
- b. Student safety with regard to:
 - i. Safety on the Internet;
 - ii. Appropriate behavior while online, on social networking web sites, and in chat rooms, and
 - iii. Cyberbullying awareness and response.
- c. Compliance with E-rate requirement of the Children's Internet Protection Act ("CIPA").

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

Acceptable Uses

1. The computer network for Baldwyn School District has been set up in order to allow Internet access for educational purposes. This includes classroom activities, research activities, peer review of assigned work, and the exchange of project-related ideas, opinions, and questions via email, message boards, and other means.
2. Students will have access to the Internet via [classroom, library, lab, etc.] computers. Student access is limited.
3. Network users must respect resource limits and must remain within an allotted disk space. Users are responsible for deleting old emails or other files that may take up excessive amounts of storage space.
4. Student use of the Internet is contingent upon parent/guardian permission in the form of a **signed copy** of this Acceptable Use Policy. Parents/guardians may revoke approval at any time.
5. Material created and/or stored on the system is not guaranteed to be private. Network administrators may review the system from time to time to ensure that the system is being used properly. For this reason, students should expect that emails, material placed on personal Web pages, and other work that is created on the network may be viewed by a third party.
6. Network users must keep their passwords private. Accounts and/or passwords may not be shared.
7. Network users are expected to adhere to the safety guidelines listed below.

Unacceptable Uses

1. The network may not be used to download, copy, or store any software, shareware, or freeware without prior permission from the network administrator.
2. The network may not be used for commercial purposes. Users may not buy or sell products or services through the system without prior permission from the network administrator.
3. Use of the network for advertising or political lobbying is prohibited.
4. The network may not be used for any activity, or to transmit any material, that violates United States or local laws. This includes, but is not limited to, illegal activities such as threatening the safety of another person or violating copyright laws.
5. Network users may not use vulgar, derogatory, or obscene language. Users may not engage in personal attacks, harass another person, or post private information about another person.
6. Network users may not log on to someone else's account or attempt to access another user's files. "Hacking" or otherwise trying to gain access to another person's or organization's computer system is prohibited.
7. Network users may not access Web sites, newsgroups, or chat areas that contain material that is obscene or that promotes illegal acts. If a user accidentally accesses this type of information, he or she should immediately notify a teacher, librarian, and/or network administrator.
8. Network users may not engage in "spamming" (sending an email to more than 10 people at the same time) or participate in chain letters.

Safety Guidelines for Students

1. Never give out your last name, address, or phone number.
2. Never agree to meet in person with anyone you have met online unless you first have the approval of a parent or guardian.
3. Notify an adult immediately if you receive a message that may be inappropriate or if you encounter any material that violates this Acceptable Use Policy.
4. Your parents should instruct you if there is additional material that they think it would be inappropriate for you to access. [School] expects you to follow your parent's wishes in this matter.

Parent/Guardian Permission

- I have read and understand the above information about appropriate use of the computer network at Baldwin Schools, and I understand that this form will be kept on file at the school. I give my child permission to access the network as outlined above. **I understand that Baldwin School District is not responsible for the actions of individual users or the information they may access.** I also understand that with my signature, this is a legal and binding document.
- I understand that any misuse of the above mentioned will result in discipline action taken by the school administration, which may include suspension and/or expulsion.
- **The Children's Internet Protection Act (CIPA)** requires schools and libraries to put into place Internet safety policies when receiving certain federal technology funding, including E-Rate discounts. The Internet safety policy must include filtering or otherwise blocking access to "visual depictions" of obscene material, child pornography and material that is "harmful to minors" when minors are accessing the computer.
- **For more information on CIPA** you may contact the Baldwin School District, Rhonda Crump, at 662-365-1004 or visit the website <http://www.mde.k12.ms.us/mis/erate/cipa.html#1>
- **Baldwyn School District is in full compliance with the Children's Internet Protection Act (CIPA) which was approved by Congress in October 1998.**

NOTIFICATION OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY SCHOOLS

The Baldwin School District has implemented the following policy concerning the "Family Education Rights and Privacy Acts of 1974 (FERPA)."

Parents have the right to inspect and review the educational records of their children and request correction or deletion of any inaccurate, misleading, or otherwise inappropriate data contained therein.

- 1) The law allows "Directory information" about students to be made public without specific permission. Parents may, however, request certain information about their child be deleted from publications. During the coming year the schools with the Baldwin School District will publish or sponsor the publication of

yearbooks, student directories, honor rolls, athletic contest programs, district webpage information and graduation programs. The following directory information may be made public through one or more of these publications: the student's name, address, telephone listing, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams.

- 2) For a period of fourteen calendar days from the date of the opening of school for the fall session, parents may request the deletion of information relating to their child from specific school publications. Forms for making this request are available from the schools.
- 3) Baldwyn School District will not release to any third party the educational records of students without the written consent of their parents other than for the following exceptions:
 - a) School officials, including teachers, who have legitimate educational interest.
 - b) An official of other schools after a student has transferred.
 - c) State or Federal officials for audit purposes or for reporting information required by state statute.
 - d) Financial Aid officials in connection with a student's application for Financial Aid.
 - e) Educational agencies for developing, validating and administering predictive tests if such information will not permit identification of individual students.
 - f) Accreditation organizations in order to carry out their function.
 - g) Parents of dependent students who are over the age of seventeen.
 - h) Appropriate persons who need information to protect the health or safety of students.
- 4) Baldwyn School District will maintain a record of individuals having access to the cumulative folders of each student. With the exception of category 3-a above, this record will contain the signature, the date, and the reason for needing access. This record will be available to parents.
- 5) The law states that whenever a student has attained eighteen (18) years of age, or is attending an institution of post-secondary education, the permission or consent as required and accorded to the parent shall be required and accorded only to the student.
- 6) The right to consent to disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board, a person or company with whom the School has contracted as its agent to serving on an official committee, such as a disciplinary interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- 7) The rights to request the amendment of the student's educational records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the School to amend a record should write the School principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

In the Baldwyn School District, each principal will be the custodian of the student's record. Parents who have legitimate interest are welcome to make inquiries about such records.

Out of courtesy for the operation of the school and the education of all students, a parent/guardian wishing to review a student's record should make an appointment with the school principal or counselor.

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

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington DC 20202-5920

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U. S. Department of Education (ED)-
 1. Political affiliations or beliefs of the student or student’s parent;
 2. Mental or psychological problems of the student or student’s family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.
- *Receive notice and an opportunity to opt a student out of –*
 1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- *Inspect*, upon request and before administration or use –
 1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Baldwyn School District has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Baldwyn School District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Baldwyn School District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. Baldwyn School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at this time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and survey. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.

- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington DC 20202-5920

Alma Mater

Hail to dear ole Baldwyn High School,
Loud we sing her song
Strong and noble Alma Mater,
May she e'er live long.
Through the triumphs and the failures
With our heads held high
Hail to thee, our Alma Mater
Baldwyn High, draw nigh.
Hail to thee, our Alma Mater;
High your banner fly.
Never will our loyalty falter
For you, Baldwyn High.
'Tho the years may scatter us
The great wide world through,
In our hearts, dear Alma Mater,
There'll be room for you.

Colors: Red and Blue
Emblem: Bearcat

Parents Rights to Know:

In accordance with the No Child Left Behind Act, parents have the right to know:

Annual Report Cards:

The Mississippi Department of Education and the Baldwin School district will disseminate to parents, schools and the public an annual report card with aggregate information, including student achievement (disaggregated by category) and graduation rates.

Teacher and Paraprofessional Qualifications:

Parents of Title I, Part A students 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 teacher, and requires us to give you this information about each of your child's classroom teachers:

- a. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- b. Whether the teacher is teaching under a provisional status through which the State qualification or licensing criteria have been waived;
- c. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree; and
- d. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

To the extent practicable, Parent's Right to Know Notification will be provided in a language that parents can understand.

Student Achievement:

The Baldwin School District will provide individual student assessment reports to parents providing individual information on the level of achievement of the parent's child in each of the state's academic assessments.

Non-Highly qualified Teachers:

The Baldwin School District will provide to each individual parent timely notice if the parent's child has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

If you would like to receive any of this information, please call Rhonda Crump, director of Instruction, at 662-365-1004.

Baldwyn School District
SCHOOL-PARENT-STUDENT COMPACT

The Baldwin School District believes that families and school staff should work in partnership to help each student reach his/her highest potential through activities, services, and programs funded by Title I, Part A. This compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement.

School Responsibilities

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:
 - Providing Highly Qualified Teachers
 - Provide the necessary instructional materials and resources
 - Provide a safe and clean environment for learning
2. Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement. Specifically, those conferences will be held:
 - Open House each year
 - Other parent-teacher conferences as needed
3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
 - Progress report will be sent every 4.5 weeks
4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:

- Teacher conferences may be held upon request if give prior notice at the school during normal operating hours
- 5. Provide parents opportunities to volunteer and participate in their child’s class, and to observe classroom activities, as follows:
 - Parents may volunteer, participate and observe classroom activities if requested and cleared by the principal

Parent Responsibilities

- Monitoring attendance.
- Making sure that homework is completed.
- Monitoring amount of television their children watch.
- Volunteering in my child’s classroom.
- Participating, as appropriate, in decisions relating to my children’s education.
- Promoting positive use of my child’s extracurricular time.
- Staying informed about my child’s education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.
- Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school’s School Improvement Team, the Title I Policy Advisory Committee, the District wide Policy Advisory Council, the State’s Committee of Practitioners, the School Support Team or other school advisory or policy groups.

Student Responsibilities

- Attend school regularly and come prepared.
- Work hard to do my best in class and schoolwork.
- Help to keep my school safe by obeying school and bus rules.
- Ask for help when I need it.
- Respect and cooperate with other students and adults.
- Believe that I can and will learn.

**Handbook Sign-off Sheet
2016 - 2017 School Year**

I understand that for a period of fourteen (14) calendar days from the date of the opening of school for the fall session, I may request the deletion of information relating to my child from specific school publications. This includes the publication of yearbooks, student directories, honor rolls, athletic contest programs and district webpage information and graduation programs. Forms for making this request are available from the schools.

Individual student state test score results will be given and/or explained to parents in a timely manner as soon as the district receives them.

I understand that federal law allows me to ask for certain information about professional qualifications of classroom teachers and paraprofessionals who provide services to my child.

My signature on the Baldwin School District's Handbook Sign-off Sheet hereby releases the BSD from all claims and damages arising from my use of the BSD Network. I have read and understand the Baldwin School District's Acceptable Use Policy and the School-Parent-Student Compact.

It is the responsibility of parents/guardians and students to familiarize themselves with this handbook, which is approved by the Baldwin School Board and which includes official district policies governing operation of Baldwin Schools.

Parents/Guardians and students will sign below indicating that you have received a student handbook and that you are responsible for knowledge of its contents.

Student Signature

Parent Signature

DATE