

COAHOMA AGRICULTURAL HIGH SCHOOL



STUDENT HANDBOOK 2015-2016

Greetings CAHS Student Tiger,

Thanks for a being a member of the TIGER FAMILY!

The start of the 2015-16 year is here and I want to welcome each of you. We are looking forward to changing the culture and building on the great traditions here at Coahoma Agricultural High School. We are excited and have set high expectations for each of you. We will provide you a cultured experience led through Positive Behavior Intervention Strategies.

The Coahoma AHS handbook is a resource that equips you with the necessary information needed to understand the order and operation of the school. The handbook will be available for your reference on the school's website as well located at www.cahs.k12.ms.us.

We encourage you to participate in academics, athletics, arts, clubs, organizations, and extra-curricular activities. High school is a great time in your life to define your character and you. We are elated to have you as a student and promise to work toward making you a better Tiger than ever.

We are a prideful family at Aggie and look forward to you exemplifying that same motivation. You are the source of creation, the outlet of inspiration and the dreams of aspiration. You are excellent!

GO TIGERS!

Your Tiger Leader,

Milton Hardrict

Milton Hardrict
Coahoma Agricultural High School Principal

Teamwork, **I**nitiative & **G**oals **E**nsures, **R**adical **S**uccess

Coahoma Agricultural High School

3240 Friars Point Road

Clarksdale, MS 38614

(662)-624-8045



Administration

Milton Hardrict -Principal

Cloretha Jamison - Instructional Coach/Assistant Principal

School Support Staff

Katrina Blanch-Office Manager

Donna McDougal-Guidance Counselor

Tanja Grainger-Student Services Coordinator

Maxine Pointer-Parent Coordinator

Central Office Staff

Dr. Valmadge Towner, Superintendent

Dr. Julie Jordan - Corrective Action Plan Administrator

Angela Jones – Assistant Superintendent and School Improvement Officer

Rone Walker - Federal Programs/Test Coordinator

Ormie Terry - Business Manager

Vera James - Food Service Manger

Coahoma AHS School District

Mission

***Coahoma Agricultural High School** will be a college preparatory-career technical high school that provides opportunities for all students to obtain an excellent education through classic academics, combined with an overlay of experiential agriculture to help strengthen academics and provide skills and experience that will support the students through their lives and careers. Graduates will be equipped to continue their education and enter the workforce to become agricultural, scientific, business, creative, and civic leaders in our communities.*

Vision

*We are a **community** of learners with the **belief** that ALL students should have the **opportunity** to obtain optimal levels of **achievement**. We will operate with a sense of **urgency**, trust, **grit** to ensure all students are well equipped to meet the challenges of postsecondary education, career, and citizenship to promote sustainable lives of **joy** and meaning.*

ALMA MATER

COAHOMA, COAHOMA by J. Orville Mosley
April 23, 1954

Coahoma, Coahoma, we kneel before thine alter, in reverence, in homage, in consecration strong; Upon the earth where'er we tread We never will thy name degrade. We challenge wrong with never any dread. We shall not be afraid Coahoma, Coahoma; our aim is not to falter. But to be brave in the good life to which we all belong.

Coahoma, Coahoma, as though the sun were rising. Thy precepts, thy guidance, will ever be our Star; As in the world we take our place, Our memories of thee remain. We'll do our best to win the bitter race and honor to retain. Coahoma, Coahoma, thy sons are now arising to the great call of men of courage. We shed thy light afar.

Coahoma, Coahoma, our noble Alma Mater, We laud thee, we hail thee, with never ending praises; The fortune of our future lives Will cast a ray of light on thee. The shades of night will swiftly disappear with thoughts of thee so near. We will always shout thy glory our Alma Mater dear.

SCHOOL COLORS

Maroon and White

SCHOOL EMBLEM

Maroon and White Tiger

STATEMENT OF COMPLIANCE

Applicants for admission and employment, student, parents, employees, sources of referral of applicants for admission and employments, and all unions or professional organizations holding collective bargaining or professional agreements with the Coahoma AHS District are hereby notified that this district offers equal educational and employment opportunities to all persons without discrimination and without regard to age, sex, race, religion, color, national origin, or handicap. This is in compliance with the regulations of Title VI, Title IX, The Americans with Disabilities Act (ADA) and Section 504.

Attendance and Absences

Consistent with the mission of Coahoma Agricultural High School, prompt and regular attendance in all classes is an important goal of our school and the educational experience for all students.

Excused Absences

Parental Excused Absences

Students are allowed a maximum of five (5) excused parental absences per semester. After five (5) excused parental absences, each following absence will result in an unexcused absence. A parental excuse absence must be substantiated in writing within 48 hours of the absence. A parent/guardian may send a signed note by fax (662-621-4672) to the CAHS attendance office. The note must have the student's full name, grade and date of absence(s). The administrator has the discretion to refuse excuses.

Medical Excused Absences

Students are allowed excused medical absences when the absences results from illness or injury which prevents the student from being physically able to attend school; a medical or dental appointment; a serious illness or death of a member of the student's immediate family (parents, grandparents, children, brothers and sisters, including stepbrothers and stepsisters). A medical excuse absence must be substantiated with appropriate written evidence (for example, a written excuse from a licensed doctor or dentist) within 48 hours of the absence(s). A parent/guardian may send a medical note (from doctor/dentist), may email or fax (662-621-4672) documentation to the CAHS attendance office. Documentation must have the child's full name and date of absence(s). Coahoma Agricultural High School will grant an exception for medical appointments although every effort should be made to schedule such appointments after 2:30 PM.

Coahoma Agricultural High School reserves the right to confirm a medical appointment that requires early dismissal from school. It is not uncommon for an extenuating circumstance to occur that may prevent a parent or guardian from reporting to Coahoma High School to checkout a student. A member of the CAHS administrative staff will determine the credibility of the circumstance, and if such a circumstance does exist, authorization to checkout of school will be extended to the student. In no case shall a person other than an authorized parent/guardian be permitted to take a student from school unless the principal, or the principal's designee, is satisfied that such person has the approval of the authorized parent or guardian.

College visits

Students in the eleventh and twelfth grade will be allowed **two** additional days per year for college visits provided the student produces written proof of the visit, such as an invitation from the college that is personally addressed to the student.

Administrative

An absence is excused when it results from:

- the student's attendance at an authorized school activity with prior approval of the principal (including field trips, athletic contest, student conventions, music festivals and any similar activity)
- the student's participation in an activity that benefits and involves other CAHS students
- the attendance of the student at a court proceeding if the student is party to the action or under subpoena
- the attendance at a memorial service or funeral.

Each of these absences will require documentation showing proof they attended the event.

Other

An absence may be excused if the student's religion requires or suggests the observance of a religious event. Approval of such absences within the discretion of the superintendent or principal, but approval should be granted unless the religion's observance is of such duration as to interfere with the education of the student.

In extraordinary circumstances, attendance related issues may occur. Parents/Guardians may request special review for these situations through the school principal. The principal will review such requests quarterly on the last Wednesday of each nine-week grading period. The Request for Attendance Review form must be completed, signed and turned in to the attendance office prior to any of the quarterly reviews.

Excessive absences may affect a student's mastery of core skills.

Unexcused Absences

After five (5) unexcused absences, students will be turned into the truancy officer. After three (3) unexcused absences, students' parents will be asked to the school for a parent conference. Any unexcused absences afterwards will result in lost of student privileges.

REFERRALS to the Compulsory School Attendance Officer^{[1][2]}

- **5 Unexcused absences** – *Must be reported to Compulsory School Attendance Officer*
- **10 Unexcused absences** – *Must be reported in increments of five (5).*
- **12 Unexcused absences** – *Must be reported to Compulsory Attendance Officer*

Reporting Suspensions

The superintendent, or his/her designee, also shall report any student suspensions or student expulsions to the school attendance officer when they occur. The designee will fax over all suspensions to the school attendance office as they occur.

Suspensions – Attorney General Opinion

During the time in which a suspension or expulsion is imposed, a student is not under the compulsory school attendance officer's jurisdiction whether the student is classified as regular or special education and may not be monitored for school attendance.

Homeschool

School district personnel must notify the Office of Compulsory School Attendance Enforcement (state school attendance officer) if a parent, guardian, or custodian is seeking to enroll a compulsory-school-age child in homeschool.

Procedures for Return to School After Absence

Once a student returns from an unexcused or excused absence, he/she must report to the main office first to receive an attendance slip to report to class. Teachers should not allow students in class unless they have their excuse pass signed and dated by office staff.

Book Fines/Book Return

Students must pay book fines in full before they begin the next school year or be allowed to graduate.

Compulsory Attendance

Compulsory school-age child means a child who has attained or will attain the age of six (6) years on or before September 1 of the calendar year and who has not attained the age of seventeen (17) years on or before September 1 of the calendar year. If a compulsory school-age child has not been enrolled in a school within fifteen (15) calendar days after the first day of the school year of the school which such child is eligible to attend or such child has accumulated five unlawful absences during the school year of the public school in which such child is enrolled, the school district superintendent shall, within two school days or within five calendar days, whichever is less, report such absences to the attendance officer. Section 37-13-91, Mississippi Code Annotated.

Check Out/Check In Procedures

If a student arrives to school after 7:40 a.m. a parent/guardian or whomever brings the child to school must sign that child in at the main office. When it becomes necessary for a student to leave school before the regular dismissal time, a parent/guardian will report to Coahoma Agricultural High School to checkout the student. Such a checkout will require the signature of the parent/guardian or any emergency contact as listed on student's emergency card. If another

individual comes to checkout a student with parent permission, he/she will not be allowed to check out the child unless the parent/guardian has added that individual to their child's checkout card. To add individuals to their child's checkout card, a parent/guardian must fill out the Check in/Check Out request form in the CAHS office.

The parental signatures will substantiate as a parental excused absence, unless notified as other by the parent at the time of checkout or check-in. An advance checkout is acceptable. For example, if it is necessary for a student to leave school early on a Thursday, a parent/guardian may report to Coahoma Agricultural High School on any day before Thursday to check-out the student. The act of the student checkout may occur at the convenience of the parent/guardian.

It shall be the student's responsibility to contact the teacher to make arrangements to complete make-up work upon returning to school. If a student fails to contact the teacher within 48 hours of returning to school after an absence, the student will forfeit the opportunity for any make-up work contained in the make-up work guidelines.

Students must be in school until 2:35 p.m. to be considered present for the school day. Students will not be allowed to checkout after 3:00 p.m. unless prior arrangements have been made with the principal.

Check outs should be held to an absolute minimum as any time missed out of class is detrimental to student achievement.

Each student must be present 63% of his or her individual instructional day as fixed by the local school board for each school in order to be considered in full attendance (House bill No. 1530)

Tardies

The practice of being punctual is considered by Coahoma Agricultural High School to be an acquired habit that enhances the student's ability to succeed in adult life. A student who is absent from the classroom or is tardy in arriving to the classroom will not achieve at the same level as the student who is punctual to class. The office will keep tardy logs. The administrator reserves the right to discipline tardies as they see fit.

For any excessive tardy, the administration reserves the right to review a student's schedule and make adjustments, if necessary

Students who report to campus after 7:40 will report to the office for a tardy slip. Students will not be allowed in class without an excuse. Excused tardies will follow same policy as absences.

Car trouble, personal and/or family errands, failure to awaken, failure to be awakened by a family member, or a family member assuming responsibility for a late arrival to school or to the first scheduled class are not examples of an excused tardy.

Make-Up Work

A student will be expected to complete and submit all class assignments and/or homework upon returning to school if the assignments and/or homework were assigned prior to the student's

absence. The same is true for a test – the student will be expected to take a test upon returning to school if the test had been assigned prior to the student’s absence. However, the teacher will have discretion to make other arrangements, if necessary. Long-term assignments (assignments made at least two weeks in advance) are due the day of the student’s return to school from an excused absence. If the student is in school or on campus before leaving for a school activity, the student will turn in the long term assignment(s) before school begins (before leaving for the school activity), between classes, or during lunch in order to avoid late penalties. Long-term assignments that are graded may be turned in late with a one grade-letter penalty for each day late. After the fourth day, the assignment will not be accepted.

The guidelines for make-up work are as follows:

- An additional day to complete make-up work will be extended to a student in addition to the number of days missed consecutively from school for an excused absence. A student who is absent for one day will have two days to complete make-up work; a student absent from school for two consecutive days will have three days to complete make-up work; a student absent for three consecutive days will have four days to complete make-up work, etc.
- A student with an unexcused absence will be awarded a maximum of 70% credit of the earned grade on homework, assignments, or tests, and the unexcused absence remains on the student’s attendance record.

Schedule Requirements

Students will be enrolled in seven (7) periods per day. Agricultural and other Career Technical Pathways will be a new requirement at CAHS for all 9th and 10th grade students. Also, 11th and 12th grade students will be enrolled in a two period per day Agricultural and/or Career Technical course as an elective.

Subject Selection Guidelines

General guidelines for subject selection are as follows:

Students in grades 9, 10, and 11 will enroll in 7 periods in a which Carnegie unit will be awarded upon successful completion.

- For a student participating in an activity governed by the Mississippi High School Activities Association, a certain number of completed units are required each year to maintain eligibility in addition to a required grade point average. Check with the guidance counselor for the most current eligibility requirements. Athletes will be given an athletic handbook that will cover all requirements to remain eligible for sports.
- If a student fails to earn a Carnegie Unit of credit in English I after a second enrollment, the student will be allowed to enroll in English I & English II simultaneously.

Schedule Changes

Students are urged to consider their course selections carefully during registration.

Teacher assignments, course offerings and class sizes are determined from registration information. The master schedule is developed based on what students requested in the spring.

Any request for a schedule change must be made during the first 5 days of the beginning of the semester.

Please note the following with regard to schedules:

- Choice of teachers cannot be honored
- Schedules cannot be changed to accommodate jobs after school
- Change of course selections may adversely affect eligibility for interscholastic competitions including athletics. Student athletes should consult with the Athletic Director prior to making schedule changes ^[L]_{SEP}

Correspondence Courses

A student may earn a maximum of one (1) Carnegie unit through completion of an approved correspondence course. Permission to enroll in a correspondence course must be granted by the principal. A student may not enroll in a correspondence course without a minimum of twelve (12) Carnegie units.

A student must receive permission and order the correspondence course no later than two weeks after the beginning of each semester. If the correspondence credit is necessary to meet graduation requirements, the principal's designee must receive the final grade one week (seven calendar days) prior to graduation. A half-unit of a full-unit course will not be accepted for credit.

Dual Enrollment

Dual enrollment is a program that allows high school students to earn college credit toward a postsecondary diploma while enrolled in high school. Students who dual enroll can receive dual credit for classes as noted in the Mississippi Approved Courses Manual. Coahoma Agricultural High School students may enroll at a state institution of higher learning or community or junior college provided certain requirements have been met: Any student with 14 Carnegie units who is participating in designated courses and has the recommended cumulative high school GPA as determined by the institution of higher learning. Dual Enrollment applications are available from your counselor on a first come first served basis. Cost for dual enrollment/credit is the responsibility of the student.

Graduation Requirements

Traditional Pathway Option

For the entering ninth and tenth grade classes of 2014-2015 and subsequent years, twenty-seven Carnegie units will be required for all students graduating from the Coahoma Agricultural School District inclusive of the listed courses. Current junior and seniors will be required twenty-four Carnegie units.

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
English	4	English I English II (State Test) 2 other English Courses
Math	4	Algebra I (State Test) Geometry 2 other Math Courses
Biology	4	Biology I (State Test) 3 other Science Courses
Social Studies	4	World History US History (.5) World Geography (.5) Mississippi Studies (.5) US Government (.5) Economics
Health & PE	1	(.5) Comprehensive Health and Physical Education
The Arts	1	Band, Visual Art, Choir
Agricultural and Career Technical Pathways	6	Intro to Ag and Careers Leaderships Intro to Ag Sciences (Ag Pathways) STEM (2) Agricultural and Career Technical Pathways
Electives	2	
Total	27	

The Agricultural and Career Technical Pathways

Completion of this pathway will guarantee acceptance in a Mississippi community college. One of the keys to improving student achievement is providing students with relevant context for studying and learning. Career Clusters do exactly this by linking school-based learning with the knowledge and skills required for success in secondary education and the workplace. The National Career Clusters Framework comprises Career Clusters and related Career Pathways to help students of all ages explore different career options and better prepare for college and the workplace. Each Career Cluster represents a distinct grouping of occupations and industries based on the knowledge and skills they require. The Career Clusters and related Career Pathways provide an important organizational tool for schools to develop more effective programs of study and curriculum.

CAHS's Agricultural and Career Technical Pathways

One of the keys to improving student achievement is providing students with relevant contexts for studying and learning. Agricultural and Career Technical Pathways do exactly this by linking school-based learning with the knowledge and skills required for success in secondary education and the workplace. The National Career Clusters Framework comprises Career Clusters and related Agricultural Career Pathways to help students of all ages explore different career options and better prepare for college and the workplace.

Each Agricultural and Career Technical Pathways represents a distinct grouping of occupations and industries based on the knowledge and skills they require. The Agricultural and Career Technical Pathways provide an important organizational tool for schools to develop more effective programs of study and curriculum.

Participation in the FFA and other career and technical student leadership organizations activities and Supervised Agricultural Experience (SAE) projects is an integral component of all agricultural and career technical courses for leadership development, career exploration and reinforcement of academic concepts.

FOOD SCIENCE

The Food Science Pathway provides learning experiences in food science and safety, which allows students to apply scientific knowledge and processes to the development and preservation of food products. Issues of food science and safety are examined from a scientific and technological perspective. Students critically analyze information to evaluate and draw conclusions on the appropriate use of technology in food science and safety practices. Units of instruction include; principals of food preservation, food processing, biochemistry, food selection, and consumer health. Students develop personal viewpoints on societal issues concerning the development and preservation of food products, and make career plans in the food industry.

Agricultural Business

The Agricultural Finance Pathway is designed to introduce students to agricultural economics and accounting. Students receive a broad view of the food system and the linkage between and among financial institutions, our nation, the world market, government, businesses, and the environment. The course covers topics that give students a general knowledge of agricultural economics and the accounting cycle. Students learn that economics is about the decision making process that arises from our unlimited wants for limited resources. By the end of the course, students are able to explain major economic concepts and identify these concepts in our everyday life along with the knowledge of the main financial statements. The 11th year is focused on Economics and the 12th year accounting.

Graduation - Subject Area

Requirements Mississippi Subject Area Testing Program (MSATP)

The MSATP consists of four academic, end-of-course tests. Since the 2001–2002 school year, students have been required to pass the subject area test(s) as a requirement for graduation. Students are assessed on the content at the completion of the course in Algebra I, Biology I, English II, and U.S. History from 1877. The English II test consists of both a multiple-choice component and a writing component. Students must pass both components to acquire a passing score on the English II Assessment. Under the direction of the Mississippi Department of Education, advisory committees of Mississippi educators used the Mississippi Curriculum Frameworks and Common Core State Standards to determine the content to be assessed and the types of questions to be included. Once the frameworks were evaluated,

Mississippi teachers of the subject areas were asked to participate in a survey to determine the emphasis to be placed on each of the content areas being measured.

Specific Information about the Subject Area Tests:

Mississippi College and Career Readiness Algebra I Subject Area Test

The MCCR Algebra I Assessment will assess conceptual understanding, procedural skill and fluency, and application and problem solving, as defined by the standards. Each of these works in conjunction with the others to promote students' achievement in mathematics. To measure the full range of the standards, the assessments will include tasks that require students to connect mathematical content and mathematical practices.

Overall, the Assessment System will include a mix of items, including short- and extended-response items, performance-based tasks, and technology-enhanced items. In mathematics, the items will be designed to elicit evidence of whether students can:

- Solve problems involving the Major work of the grade with connections to the practice standards
- Solve problems involving the Additional and supporting work of the grade with connections to the practice standards
- Express mathematical reasoning by constructional mathematical arguments and critiques
- Solve real-world problems by engaging particularly in the modeling practice

Biology I Subject Area Test

The Biology I Subject Area Test measures a student's knowledge of basic biological concepts, the use of science skills, and the application of biology to real-world problem solving and decision-making. Students will interpret data, apply concepts, and draw conclusions in answering the questions. The test consists of 89 multiple-choice items, which may include charts, diagrams, or graphs. Questions from the following assessment strands are distributed throughout the test: Chemical Basis of Life, The Cell, Genetics and the Molecular Basis of Heredity, Natural Selection and Diversity, Ecology, and Nature of Science.

Mississippi College and Career Readiness English II Subject Area Test

The MCCR English II assessment will be designed to measure knowledge, skills, and understandings essential to achieving college and career readiness. The assessment will call for students to demonstrate higher-order, critical thinking skills through a variety of item types designed to reflect the rigor of the MCCR. In ELA/Literacy, the knowledge, skills, and understandings include the following areas as defined by the standards:

- Reading complex texts: This requires students to read and comprehend a range of grade-level complex texts, including texts from the domains of ELA, science, history/social studies, technical subjects, and the arts. Because vocabulary is a critical component of reading comprehension, it will be assessed in the context of reading passages. Both close, analytic reading and comparing and synthesizing ideas across texts are expected. Students will read short passages (a few paragraphs long) and longer or extended passages (several pages long by the time students are in high school). Nonetheless, the length of texts is less important than the focus on student engagement with appropriately complex, literary, and content rich texts to build deep knowledge about a topic (or unit of study).

- Writing effectively when using and/or analyzing sources: This requires students to demonstrate the interrelated literacy skills of reading carefully and closely; gathering evidence to support an explanation, summary, claim, or comparison about what is read; and analyzing, integrating, and presenting the supporting evidence in writing. Additionally, when using sources, students also demonstrate understanding when writing narrative descriptions of events and procedures as well as writing about experiences based on what is read. Both require students to demonstrate their understanding gained from reading skillfully and closely through cogent and coherent writing.
- Conducting and reporting on research: This expands on “writing effectively when analyzing sources” to require students to demonstrate their ability to gather resources, evaluate their relevance, and report on information and ideas they have investigated (i.e., conducting research to answer questions or to solve problems).
- Speaking and listening: This requires students to demonstrate a range of interactive oral communication and interpersonal skills, including (but not limited to) skills necessary for making formal presentations, working collaboratively, sharing findings, and listening carefully to the ideas of others.
- Language use for reading, writing, and speaking: This requires students to have a strong command of grammar and spoken and written academic English.

The importance of these skills is reflected in the emphasis the Model Content Frameworks place on students’ needing regular opportunities to grapple with the close, analytic reading of grade-level complex texts and to construct increasingly sophisticated responses in writing. The Model Content Frameworks therefore provide a helpful guide in preparing students for the future assessments.

U.S. History from 1877 to Present Subject Area Test

The U.S. History from 1877 to Present Subject Area Test measures not only important historical knowledge but also real-world skills by having students read and interpret statistical data, maps, charts, and tables. The test consists of 89 multiple-choice questions. Some of the multiple-choice questions include a chart, map, or other stimulus that must be interpreted accurately in order to answer the questions correctly. Questions from the following assessment strands are distributed throughout the test: International Relations, Domestic Affairs, Geography, Economics, and Civics.

The graduating seniors of 2016 will also be allowed to use one of the graduation options outlined in State Board Policy 3803 and 3804 to be able to meet the graduation requirements outlined by the Mississippi Department of Education and the Coahoma AHS District School Board. A copy of these options may be obtained from the principal and/or guidance counselor.

Graduation - Notification of Status

With the conclusion of each nine-week grading period, a student will receive a report card that will indicate academic progress. The report card is the school’s official notice to the student and parent/guardian of academic progress. The parent/guardian is encouraged to review the report card and discuss the student’s academic progress with the student. The parent/guardian is encouraged to call the CAHS parent coordinator and arrange a conference if there is a question regarding the student’s progress or if the parent/guardian needs more information. Once it has been determined that a senior has failed to meet the minimum requirements for graduation, the CAHS guidance office will notify the student and parent/guardian by telephone. An official notification will be forwarded to parent/guardian by mail. In accordance with Mississippi Public School Accountability Standards, a student who fails to meet the

graduation and/or exit requirements or fails to meet one of the approved options for graduation, will not be allowed to participate in the graduation ceremony.

SATP Tutoring

The Mississippi Subject Area Testing Program, Second Edition (SATP3) consists of four academic, end-of-course tests. Since the 2001- 2002 school year, students have been required to pass the subject area tests as a requirement for graduation. Students are assessed on the content at the completion of the course in MCCR Algebra I, Biology I, MCCR English II, and US History. The MCCR English II Test consists of both a multiple-choice component and a writing component. Students must pass both components to acquire a passing score on the English II Subject Area Test. All students enrolled in any SATP3 courses for the first time are required to take the subject area tests. A student's graduation requirements are based on the year he or she enters the 9th grade. Students who have not passed a required subject area test, school day tutoring will be offered. Seniors will have priority in enrollment. Students will be required to attend the review sessions until the school is notified of successful completion of the required subject area test(s). The students will be pulled from an elective class a minimum of two sessions per week for one hour each session when SATP tutoring is conducted. Attendance is mandatory and will be recorded.

Graduation - Senior Expenses

Coahoma Agricultural High School cannot predict if a senior will meet all the requirements for graduation nor can Coahoma Agricultural School be responsible for expenses incurred by a prospective graduate. The student will assume responsibility to determine graduation status relative to the purchase of senior items such as invitations and cap and gown rental.

Graduation - Participation

Participation in the graduation ceremony is not a requirement for graduation. However, a senior who plans to participate in the ceremony shall attend the graduation practice and be on time. If a student has received a number of referrals, a loss of this privilege will result. Only the principal will determine participation in graduation.

GPA Scale

NUMERIC	GENERAL PREP	AP/DUAL GRADE
100	4.00	5.00
99	3.95	4.95
98	3.90	4.90
97	3.85	4.85
96	3.80	4.80
95	3.75	4.75
94	3.70	4.70
93	3.65	4.65
92	3.60	4.60
91	3.55	4.55
90	3.50	4.50
89	3.00	4.00
88	2.95	3.95
87	2.90	3.90

86	2.85	3.85
85	2.80	3.80
84	2.75	3.75
83	2.70	3.70
82	2.65	3.65
81	2.60	3.60
80	2.55	3.55
79	2.50	3.50
78	2.45	3.45
77	2.40	3.40
76	2.35	3.35
75	2.30	3.30
74	2.25	3.25
73	2.20	3.20
72	2.15	3.15
71	2.10	3.10
70	2.00	3.00
69	1.80	2.90
68	1.60	2.80
67	1.40	2.70
66	1.20	2.60
65	1.00	2.50

*All courses offered by the District will be included in one of these three categories.

Graduation - Valedictorian and Salutatorian

The graduating senior with the highest average at the conclusion of the seven semesters and third term nine-weeks mark of the eighth semester of the senior year will be recognized at graduation as Valedictorian of the graduating class of Coahoma Agricultural High School. The graduating senior with the second highest average at the conclusion of the seven semesters and third term nine-weeks mark of the eighth semester of the senior year will be recognized at graduation as Salutatorian of the graduating class. The Valedictorian and Salutatorian of CAHS will complete the graduation requirements of the Mississippi Department of Education, the Coahoma AHS School District, and the required courses for admission to the public universities in Mississippi.

In the case of a tie for either Valedictorian or Salutatorian, the highest numerical average for all courses taken during the current school year will determine the Valedictorian. The student with the second highest numerical average for all courses taken during the current school year will be the Salutatorian. The numerical averages will be carried to four places after the decimal point. The final method for breaking a tie for either Valedictorian or Salutatorian will be the total number of Carnegie units earned for all courses taken during grades 9-12. All credits earned will be included in the tiebreaker.

Graduation - Senior Awards

Grade Point Average Recognition

At the CAHS graduation ceremony students who have honor distinction will be recognized. A GPA is a calculation of a senior's high school career.

Dropping a Course

Any change to a student's schedule will be made in accordance with the following:

- An error occurred during the scheduling process
- Completion of a course during a summer term, or by correspondence.
- A teacher's recommendation will be considered. As an example, a teacher may initiate a schedule change if the level of the course is inappropriate for the student; the request will require administrative and/or counselor approval
- A review by the counselor of the student's records. As an example, upon review of a student's academic record, a counselor may initiate a schedule change in order to satisfy graduation requirements.
- The placement of a student in AP or dual enrollment courses. As an example, a student may advance to an accelerated or AP course with approval from a counselor.

Grading Formula

A comprehensive nine-week exam will be administered in all subjects. The exam will count as 20% of the grading period average. The final average will be obtained by adding the averages of the two grading periods and dividing by two.

Grading Scale

The Coahoma Agricultural High School grading scale will be as follows:

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

An incomplete grade (NG) will be assigned when a student has not completed make-up work during a grading period. If the incomplete grade has not been corrected within two weeks after the end of the grading period, a failing grade (F) will be assigned. No incomplete grade will be given as a final grade in a course. Grades will be reported and recorded in numerical form and will reflect the **actual** numerical average in the course as specified in the grading plan for the course.

Grade Reporting

Progress reports will be issued at the midterm of each nine-week grading period. Report cards will be issued upon the conclusion of each nine-week grading period. Report cards are to be picked up by parents/guardians. Each student is responsible for taking the progress report home for parental inspection. Report cards will only be sent home by students if parent/guardian approves. The final report

card will be mailed to the parent/guardian using the address provided by the student. Upon review of the progress report or report card, a parent/guardian will be aware of the following: 1) successful completion of each course 2) grade classification requirements, and 3) graduation status. The parent/guardian is encouraged to call counselor to request a teacher-parent conference if the progress report or report card indicates the student is performing unsatisfactorily.

Rank in Class and Grade Point Averages

The final class rank and grade point calculation for a student will be computed upon conclusion of the 3rd term of senior year for a student who has successfully completed all requirements for graduation. The final grade point average calculation will determine the Valedictorian and Salutatorian of Coahoma Agricultural High School. The Valedictorian and Salutatorian must be enrolled their junior and senior year at Coahoma AHS to be eligible for this distinction.

A student who successfully completes approved courses prior to entering the ninth grade may receive Carnegie unit credit as allowed by the Mississippi Department of Education.

Rank in class will be determined by credits earned in grades 7-12 and the resulting grade point average. A student's GPA will be calculated by using the final average in each course for all courses taken in grades 9-12.

The final average of each course for all courses taken in grades 9-12 will be used to calculate the grade point average. For courses in which one Carnegie unit is awarded for successful completion, the final average will be used to calculate the grade point average.

For courses in which one-half Carnegie unit is awarded for successful completion, the final semester average will be used to calculate the grade point average.

For courses in which two or more Carnegie units are awarded for successful completion, the final average will be used once to calculate the grade point average. The final average of each course for all courses taken in grades 9-12 will be averaged and carried to four decimal points. There will be no rounding of the final grade point average. No final average in excess of 100 will be recorded on a student's transcript or cumulative record. Upon application of the weighted grading policy, averages that exceed 100 will be used to calculate the official class rank.

If a student fails a course and the identical course is repeated during a second enrollment, the final average of the second enrollment will be included to calculate the grade point average if the student successfully completes the course after the second enrollment. However, the final average of the failed course as earned during the initial enrollment will also be used to calculate the student's grade point average. If a student fails a course and the course is not retaken by the student, the final average of the course will be used to calculate the grade point average.

When a student repeats a course in which a Carnegie unit has been previously awarded for successful completion, the final average earned during the second enrollment in that course will also be included to calculate the grade point average of the student. The final average of the initial and second enrollments will be used to calculate the grade point average. A second enrollment will require prior approval from the principal.

Transcripts

Coahoma Agricultural High School will release information on a school record according to the regulations of The Family Rights and Privacy Act. A written request will precede any official transcript to be mailed by Coahoma Agricultural High School. CAHS will furnish a transcript to any designated student enrolled upon request. All requests for transcripts by students not enrolled will be charged a fee of \$5.00.

Coahoma Agricultural High School will release the cumulative folder of a student upon receipt of a request for the official school records by a transfer school on official school letterhead.

Promotion and Retention

Pupil progression through grades 9-12 will be based upon each student's accumulation of Carnegie unit credits. Awarding Carnegie unit credit in individual courses will be based upon the following: data on instructional management plan objectives, a minimum of 140 hours of instruction, classroom assignments, class participation, completion of projects, and other criteria established by the teacher and approved by the principal.

A student must successfully complete all requirements and earn one Carnegie unit of credit in English I before progressing to English II, III, or IV. However, if a student fails to earn a Carnegie unit of credit in English I after a second enrollment, the student will be allowed to enroll in English I and English II simultaneously. A student will not be allowed to enroll in three different levels of English during the same school year.

A student who is excessively tardy could be subject to retention. Final decision to promote or retain a student will be made by the principals. The tables below outline the required amount of credits needed to be classified for each grade level.

Students entering 9th grade 2012-2013:

9 th Grade	Promoted from 8 th grade
10 th Grade	7 credits
11 th Grade	13 credits
12 th Grade	20 credits

Students entering 9th grade 2014-2015:

9 th Grade	Promoted from 8 th grade
10 th Grade	7 credits
11 th Grade	14 credits
12 th Grade	21 credits

Test and Examinations

Scheduling of competition or performances in extracurricular activities such as athletics, band, clubs, speech, drama, choral music and other student activities is prohibited on a day immediately preceding the administration of quarter examinations. In addition, a rehearsal, meeting or practice associated with student activities will be conducted prior to 6:00 p.m. on a day immediately preceding quarter examinations.

An exception will be considered when an organization or group outside CAHSD schedules a student activity event. However, participation in such events must have the written prior approval of the principal.

College visits are considered school related absences. Eleventh and twelfth graders are allowed two college visits per year. School related absences do not affect exemption status. In other words, students may still be exempt if school related absences cause the total number of absences to exceed the exemption limit.

Honor Roll

At the end of each grading period, students with a final numerical average of 90 or above in each course will be listed on the Superintendent's List. A student with a final average of 85 or above in each course will be listed on the Principal's Honor Roll. A student will meet the Schedule Requirements components to be eligible for Honor Roll inclusion.

Student of the Month

By creating a *Student of the Month Program*, Coahoma Agricultural High School hopes to celebrate individual achievement by creating a culture of learning that values academic success, as well as elevates awareness of students who exhibits one or more of the following goals at **Coahoma Agricultural High School**:

- **Community (displays character to make CAHS a better place for everyone)**
- **Opportunity (uses opportunities given and make positive decisions)**
- **Achievement (reaching both academic and personal goals in class)**
- **Urgency (displays drive, ambition, and is a go-getter)**
- **Grit (displays hard work and determination)**
- **Joy (in spite of the obstacles/setbacks in class, student works even harder to succeed)**

Criteria for nomination: The **CAHS teachers** may nominate a student for *Student of the Month* based upon any or all of the criteria above.

- The nomination form will also require a brief written explanation as to why the student should be selected for the award. Teachers are encouraged to consider the students' contributions up to that point, rather than a specific start and end date timeline.

Withdrawing from School

When it becomes necessary for a student to transfer or withdraw from Coahoma Agricultural High School, the parent/guardian will report to the guidance office and request a withdrawal form. The parent will/guardian complete and return the form to the guidance office. The student will return all school issued textbooks and equipment. The student will satisfy all fines and fees assessed throughout the student's CAHS career. The official records of the student will be released upon receipt of an official written request by the transfer school.

OCCUPATIONAL DIPLOMA

Coahoma Agricultural High School offers an Occupational Diploma for those students whose IEP committee determines would benefit from this graduation option. The requirements for an Occupational Diploma are as follows: ^[1]_[SEP]

- The Coahoma AHS District offers students with disabilities the option to earn an Occupational Diploma. The local school board shall make provisions for each student to

participate in general, career/technical, and special education courses, as appropriate, for meeting graduation requirements. Any student with a disability completing these requirements shall be awarded an Occupational Diploma.

- Each student completing the program must have an approved Occupational portfolio containing a collection of evidence of the student's knowledge, skills, abilities, and employment competencies.
- The individualized education plan (IEP) committee shall select a program of study leading toward the regular High School Diploma, the Occupational Diploma, or the Graduation Certificate, and document this decision on the IEP developed during the student's ninth grade year, or the year prior to the student's sixteenth birthday, whichever occurs first. This decision must be reviewed annually.
- Each local education agency shall develop procedures for ensuring that students may select and move between courses of study leading to the regular high school diploma, the Occupational Diploma, the Graduation Certificate and the GED, as appropriate.
- Nothing contained in this rule shall be construed to limit or restrict the right of a student with a disability solely to the Occupational Diploma. When there is indecision regarding which diploma option will be most appropriate for a student, the IEP Committee is strongly encouraged to select the higher of the options being considered

Criteria for awarding the Occupational Diploma are as follows:

1. A Student must have a disability ruling as defined by the individuals with Disabilities Act (IDEA).
2. A student must have passing grades in all required courses.^[1-1]^[SEP]The objectives of the IEP should include, but not be limited to the targeted objectives from the occupational course of study.
3. The objectives of the IEP should include but not be limited to the targeted objectives from the occupational course of study.^[1-1]^[SEP]
4. A student must successfully complete the approved Occupational Portfolio as per Mississippi Department of Education guidelines. The minimum requirements are as follows:

As each content standard is taught in the core curriculum courses, items of evidence representative of the student's level of acquisition of the content standard must be collected by that teacher and documented in the portfolio. Items of evidence must be included in the student's portfolio **for all content standards**. A single item of evidence may be used to document more than one content standard and in more than one core curriculum course.

In the tenth grade, the student must have successful experience and acceptable work performance evaluations in three to six school-based enterprise experiences, or a combination of the above for a minimum of 30 hours. This requirement can be waived in lieu of a minimum of 30 hours of other work experiences if agreed upon by the IEP committee. The substituted work experience must be documented and noted in the student's portfolio.

In the eleventh grade, the student must have successful experience and acceptable work

performance evaluations in two to four community-based work training experiences with a minimum total of 30 hours. This requirement may be waived if the student successfully completes a planned sequence of courses (from a career/technical education course of study) in his/her chosen career/technical education field that designates the student as a "program completer".

Each student must have documented evidence of a minimum of 540 hours of successful paid employment while enrolled in the Cooperative Career/Technical Education program by the end of his/her senior (exiting) year.

An exit IEP committee meeting must be held before the student graduates to evaluate the accomplishment of the goals and objectives of the IEP and completion of all requirements for the Occupational Diploma. At this meeting, the student will present his/her Occupational Portfolio for review by the IEP committee. Content standards without documentation indicate a need for instruction that must be addressed by the student's IEP committee before the student will be considered a candidate to receive the Occupational Diploma.

If a student chooses to change to the Occupational Diploma program in the senior year, regardless of the number and type of credits previously earned, the student must meet the twelfth grade requirement for Cooperative Career/technical Education to receive the Occupational Diploma. For these students, additional course work and/or community based work training experiences may be required. The IEP committee decision regarding the number of community-based work training experiences the student participates in should be based on the student's individual needs. The student's IEP committee must evaluate each decision on a case-by-case basis.

Student Code of Conduct

The primary responsibility for the conduct and personal appearance of a student rests with the student and the parents. Student and parents must recognize that discipline and order will be maintained in the school. Proper conduct and a clear mind are necessary for education to occur. As a student at Coahoma Agricultural High School, it is your responsibility to show **PRIDE** at all times and in all locations on campus.

“We are leaders because we are polite, responsible, have integrity, determined to be the best, and strive for excellence. I am the PRIDE of Aggie!”

Our Beliefs

- ❖ All students can learn at high levels.
- ❖ All students can behave appropriately.
- ❖ All students can build strong character.

Coahoma Agricultural High School will develop a school culture that works to curtail undesirable student behavior by promoting school expectations, consequences for inappropriate behavior and student awareness of appropriate and inappropriate conduct within all facets of the school community.

CLASSROOM PRIDE

The students are expected to:

- Listen quietly while others are speaking.
- Have all necessary materials
- Follow directions first time given
- Be on time and seated when the bell rings.
- Participate in discussions /activities

HALLWAY/BREEZEWAY PRIDE

The student are expected to:

- Use quiet tones and positive language
- Have pass visible
- Focus on your own business
- Walk at all times directly to your destination on the right side of the hall
- Have all materials you need for your next class

RESTROOM PRIDE

The students are expected to:

- Keep it neat and clean.
- Use restroom during transition.
- Privacy for all.
- Return to class promptly.
- Wash hands and throw trash in container

CAFETRIA PRIDE

The students are expected to:

- Say “please” and “thank you” to cafeteria staff
- Keep food and drinks in the cafeteria
- Move away from conflict and distractions
- Return to class quickly and quietly ready to learn
- Keep your space clean

BUS PRIDE

The students are expected to:

- Greet the Driver -“for he/she is responsible for your life”
- Keep aisle clear and bus clean
- Use quite tones and positive language
- Be on time and stay seated while bus is moving
- Follow directions first time given

Types of Discipline

The following will be a list of discipline students will receive in violation of school rules:

- Verbal Warning
- Loss of Privilege
- Corporal Punishment
- Silent Learning Center
- Out of School Suspension
- Alternative School
- Expulsion
- Probation

LOSS OF PRIVILEGE will consist of students not participating in school related activities, such as prom, graduation, driving to school, athletic events (attendee or participant), college visits, etc.

CORPORAL PUNISHMENT may be administered in the Coahoma Agricultural High School as a disciplinary procedure for those infractions deemed appropriate. Failure of the student to accept said punishment shall result in an alternative punishment, which shall include but not be limited to a suspension and possibly a disciplinary hearing. Corporal punishment shall be administered by the principal or assistant principal and shall not be administered in front of a class of students. In every case, an adult witness shall be present. Corporal punishment may be administered to both sexes. Parents who choose not to have their child corrected by the use of corporal punishment must put this request in writing each year.

SILENT LEARNING CENTER may be implemented as a disciplinary procedure. Students in silent learning center will not be given a zero on missed work but will be expected to complete all assigned work that will be graded accordingly. A student assigned to in-school detention will remain in the in-school detention classroom for the entire school day. Two bathroom breaks will be provided with one in the morning and one in the afternoon. While students are assigned to in-school detention, they will not be allowed to attend or participate in any extra-curricular activities on the Coahoma Agricultural High School campus.

While in Silent Learning Center, a student will be expected to:

- Follow the directions and rules given by the silent learning center supervisor.
- Complete assignments given by either the classroom teachers or the silent learning center supervisor. Remain awake, alert, and responsive to the directions of the in-school suspension supervisor.
- Maintain a posture that does not reflect an attempt to sleep or become apathetic toward work.
- Not mark or damage any school property

Failure to follow the rules and procedures of SLC will result in:

- Additional SLC days added
- An Out-of-School Suspension
- A Disciplinary Hearing

Note: While a student is serving any type of suspension, that student may not attend or participate in any extra-curricular activity

SUSPENSION

Suspension is the denial of the privilege of attending school. Students under suspension may not be present on any school grounds or in any school property. They may not attend any school-sponsored activity or event except for a prearranged conference with the principal. Students under suspension who are on school property or who attend a school-sponsored event or activity may be suspended for additional days or may be prosecuted for trespassing.

MISSISSIPPI CODE OF 1972

As Amended

SEC. 37-9-71. Suspension of pupils.

The superintendent of schools and the principal of a school shall have the power to suspend a pupil for good cause, including misconduct in the school or on school property, as defined in Section 37-11-29, on the road to and from school, or at any school-related activity or event, or for conduct occurring on property other than school property or other than at a school-related activity or event when such conduct by a pupil, in the determination of the superintendent or principal, renders that pupil's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole, or for any reason for which such pupil might be suspended, dismissed or expelled by the school board under state or federal law or any rule, regulation or policy of the local school district. However, such action of the superintendent or principal shall be subject to review by and the approval or disapproval of the school board. If the parent, guardian or other person having custody of any child shall feel aggrieved by the suspension or dismissal of that child, then such parent, guardian or other person shall have the right to a due process hearing. The parent or guardian of the child shall be advised of this right to a hearing by the appropriate superintendent or principal and the proper form shall be provided for requesting such a hearing.

SOURCES: Codes, 1942, Secs. 6282-24, 6328-25; Laws, 1953, Ex Sess, ch. 17, Sec. 5, ch. 20, Sec. 24; 1986, ch. 492, Sec. 83, eff from and after July 1, 1987. Amended by Laws 2000, Ch. 559, Sec. 2, HB776, eff. July 1, 2000.

A form listing the type of suspension and the number of days suspended in addition to a possible hearing will be given to the student when the student is suspended. It should be emphasized that when a student is suspended from school, he/she is not to return to school for any reason until the suspension period is over; this includes all extra-curricular activities. Student suspension from school during an academic year because of infractions of the rules and regulations of the school system will be implemented by the following methods:

OUT-OF-SCHOOL SUSPENSION (OSS) When an out-of-school suspension is issued, the suspended student may not return to school until the prescribed amount of suspended days has expired. A school suspension can range from one to ten days, depending on the violation in relation to the discipline code.

Note: When given a three day out-of-school suspension, the suspended student's parent will be contacted in order for the student to be picked up from school. If the parent is unable to get the student or the school is unable to contact the parent, the suspended student will be placed in Silent Learning Center for the remainder of the school day. This detention will not be counted as one of the suspended days. If the student refuses to be placed in SLC and the parent cannot remove the student from school, the school will request that the sheriff's department retain the student until the parent can pick up the student at the sheriff's department. Once suspension is completed, students are not allowed to come back to school unless a meeting with an administrator has occurred. The meeting time and date will be scheduled on the suspension notice.

ALTERNATIVE SCHOOL Any student placed in the Alternative School of Learning cannot attend nor participate in extra-curricular activities. Any student transitioning back into the regular classroom setting will be placed under a probation period dealing with any extra-curricular activities. Students attending the North Delta Alternative School will be allowed to ride the bus to school, only to be dropped off in front of the Pinnacle. This student is to remain in front of the Pinnacle until the North Delta Alternative School bus will pick up the student between 7:35 a.m. and 7:45 a.m. The same bus will drop this student off in front of the Pinnacle between 2:35 p.m. and 2:45 p.m. The student should remain in front of the Pinnacle until a Coahoma Agricultural High School bus picks him/her up to take he/she back to the town hall in his/her community.

You have the right to appeal this decision in writing to the CAHS Superintendent within two weeks of this notice. If you decide to appeal, your child still must report to the North Delta Alternative School until a final decision has been made by the Superintendent.

EXPULSION In accordance with school policy, state, and federal law, any student in violation of any policy whose consequence results in expulsion, will have the expulsion implemented the day of the violation or the first school day that the student returns to school in the event that the violation occurs during an off-campus function. Students who have been expelled are not allowed on school campus at any time, nor may they attend any school- sponsored function or extra-curricular activity during the duration of the expulsion. The legal parents or guardians of an expelled student may appeal the expulsion to the school board.

PROBATION The principal, assistant principal or disciplinary committee has the option of placing a student on school probation. While on school probation, a student is not allowed on school campus after 3:34 P.M. That student may not participate or attend any extra-curricular activity, including class or group trips during the duration of the probation.

1. Administrators and teachers shall hold students to strict account for violations of school policy. Students can expect disciplinary action for any infractions of the Code of Conduct or other disorderly conduct occurring at any school, on the way to and from school, at school meetings, programs, functions and activities, upon school buses, or at function/location under school jurisdiction. The Superintendent or principal of any school may suspend any pupil from school for good cause in accordance with the rules and regulations of the school board.
2. The school administrator shall have the power to suspend a pupil for any reason for which such pupil might be suspended, dismissed, or expelled by the school board. However, such action of the Superintendent, principal shall be in accordance with the written policies of the school board.
3. The principal is authorized to institute appropriate disciplinary action, including immediate suspension/removal from campus by Student Resource Officer (SRO) , if warranted, against any student for violations of school policy, infractions of the Code of Conduct and other disorderly conduct or misconduct, including, but not limited to the following:
 - Fighting;
 - Assault;
 - Disorderly conduct;
 - Harassment, intimidation or threats;
 - Disruption of school operations, functions, programs, or activities;
 - Disobedience;
 - Disrespect;
 - Insubordination;
 - Insulting language;
 - Obscene language;
 - Vandalism;

- Malicious mischief;
 - Theft;
 - Damage to property, private or school;
 - Unauthorized use of school property;
 - Unauthorized entry on school premises;
 - Loitering;
 - Use or possession of tobacco;
 - Use or possession of alcoholic beverages;
 - Under the influence of alcoholic beverages;
 - Use of illegal drugs;
 - Under the influence of illegal drugs;
 - Indecent exposure;
 - Public indecent displays of affection including in cars parked in the vicinity of any school building or activity;
 - Leaving class, school program or meeting without permission;
 - Physical altercation; or
 - Possession of any of the following items:
 - a. Illegal drugs or drug paraphernalia
 - b. Alcoholic beverages
 - c. Fireworks, explosives, matches, lighters or incendiary materials
 - d. Knives, firearms, slingshots or any other weapon
 - e. Pornographic materials
 - f. Stolen property
 - g. Tobacco
 - h. Cards or gambling paraphernalia
 - i. Noise making devices
 - j. Other disruptive materials
 - k. Other materials, possession of which is punishable
 - l. Any offense otherwise punishable by law.
4. A student suspended by a Superintendent or principal shall be entitled to a hearing and review of his case in accordance with the policies of the Board.
 5. Other disciplinary action may consist of detention, corporal punishment, loss of privileges, denial or participation in school activities, probation, or a combination of any one or more of such action, including creative alternative sentences or appropriate constructive assignments, depending on the seriousness and circumstances of the offense and the attitude of the student.
 6. Any student who starts or participates in a fight, as set forth in this document, will be suspended from school immediately and may be removed from campus by the School Resource Officer (SRO) and all cases pending will be reviewed to determine if more serious punishment is appropriate. Any student participating in any violence, or in any activity, which significantly disrupts classroom order, the educational process, the order of any school activity or in any activity, which endangers the safety or security of any person, may be suspended from school immediately while the matter is investigated and reviewed.
 7. All persons other than school employees and pupils enrolled at a specific school must first go to the principal's office to secure admission to the campus when they come on the campus of that school. Otherwise, they will be considered to be trespassers and as such, subject to arrest and prosecution.
 8. Any student who makes a threat against a staff member or any member of the student body, either directly or indirectly, will be subject to the consequences outlined in the discipline code. All threats will be taken seriously. Students are to understand that at no time and under no circumstances are threats to be made in either an oral or written form.

9. Any student who has in his/her possession an object that would be classified as a weapon while on school grounds or going to or from school will immediately be suspended by the principal in a manner as prescribed by Board policy.

In order that violators of policies will be treated in a fair and consistent manner, the following discipline code and procedure has been created. Coahoma Agricultural High School reserves the right to amend the discipline code at any time.

STUDENT DISCIPLINE

PURPOSE:

Discipline is a concern of parents, teachers, and administrators in all school settings. The goal of discipline is to assist students in the conscious development of self-discipline and self-direction to socially desirable ends. Teachers and administrators are responsible for student behavior at school. Without parental cooperation and assistance, our efforts will be less than fully successful. In disciplining of students, a fair approach will be used, always keeping in mind that self-discipline and self-direction are the goals toward which we want students to work.

Students are to understand that when they are at school, they must respond appropriately to all adults. All adults are given the responsibility of ensuring appropriate student behavior. If an adult speaks to a student or asks a student to do something, it is expected that the student will respond appropriately. The student will answer the adult's questions politely and will follow directions that are given. The student is expected to respond in a respectful and appropriate manner.

All students in our district are expected to conduct themselves in accordance with the policies and rules of conduct set forth at the district and building levels. The school administration has the right to adjust the disciplinary action based on the severity of the infraction. Should a student fail to follow established rules, the following procedure is used:

Level I (Lesser acts of disorder)

- Tardies
- Non-compliance with teacher modification
- Use of electronic device without permission
- Food in class (exception of teacher permission)
- Failure to follow instructions
- Vulgarity, profanity or obscenity-written, spoke, or by gesture
- Dress code violation
- Hall disruption/running in the hallway
- Sleeping in class
- Forging notes and excuses
- Gambling
- Writing on school property
- Possession or consumption of unsealed drink or food
- On campus after 3:34 p.m. without permission

Punishment Options

- Warning
- Corporal Punishment

- Loss of Privilege
- Silent Learning Center

Level II (Acts which interfere with the ability of the instructional process)

- Class Disruption
- Minor profanity/vulgarity
- Insubordination
- Leaving class without permission
- Failure to be at assigned place
- Public display of affection
- Cheating, lying, falsifying documents
- Misbehavior for a substitute teacher
- Verbal abuse
- Defacement of school property
- Hostile acts
- Unapproved presence at CAHS
- Skipping Class
- Bullying/Threatening a student
- Fighting/Provoking a fight
- Arguing/Disruption

Punishment Options

- Loss of Privilege
- Corporal Punishment
- Silent Learning Center
- Out of School Suspension
- Alternative School
- Expulsion

Level III (Acts of whose first instance merit severe punishment or repeat offenses could lead to expulsion)

- Fighting/provoking a fight
- Unauthorized group activities (gang)
- Leaving campus without permission
- Acts which endanger the safety of students and staff
- Profanity directed at another student
- Theft of personal or school property
- Possession of fireworks, lighter, dangerous items
- Vandalism
- Forgery
- Intimidation and antagonizing others
- Sexual misconduct
- Gambling
- Possession of tobacco or sale/distribution of tobacco products
- Handling or unauthorized use of school property

- Unacceptable use of Internet
- Possession of drug paraphernalia
- Pornographic items

Punishment Options

- Out of School Suspension
- Loss of Privilege
- Alternative School
- Expulsion

Level IV (Acts which merit expulsion of student)

- Threatening a teacher/staff member
- Profanity directed to a staff member
- Threats to enact violence
- Public Nuisance
- Possession/use of drugs
- Possession/use of alcohol
- Possession of a weapon
- Assaulting a teacher/staff member

Note: All consequences to discipline are the discretion of the school's administration.

Coahoma Agricultural High School Discipline Ladder

INFRACTION	NUMBER OF OFFENSES	CONSEQUENCE
Cafeteria (Disturbance to/from cafeteria, disturbance in cafeteria; failure to remain in assigned place)	A. 1 st time B. 2 nd time C. 3 rd time	A. Warning/Parent Contact B. Parent conferences/SLC/CP C. Multiple Days SLC or Multiple Days OSS
Creating Assembly Disturbances (minor)	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent Contact; 1 day SLC; CP B. Parent Contact; 2 days SLC C. Three (3) Day suspension
Creating Assembly Disturbances (major)	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent Contact; 1 day OSS B. Parent Contact; 3 day OSS C. Parent Contact; 5 day OSS
Creating Class Disturbances(minor) <i>After following classroom ladder</i>	A. 1 st time B. 2 nd time C. 3 rd time	A. CP; rest of class SLC B. 1 day SLC; CP C. SLC or OSS
Creating Class Disturbances (major)	A. 1 st time B. 2 nd time C. 3 rd time D. 4 th time (and more)	A. Parent Contact; Office Referral; 1 day SLC or CP B. CP; 3 days SLC C. CP; 3 days OSS or loss of privilege D. CP; 5 days OSS or loss of privilege/possible alternative school recommendation.
Skiping Class/Truancy	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent Contact; 1 day SLC B. Parent Contact; 3 day OSS C. Parent Contact; 4 day OSS

Excessive Tardy to Class	A. 1 st time B. 2 nd time C. 3 rd time	A. Mandatory Parent Conference B. 1 day SLC; possible loss of school privileges C. 3 Day OSS
Leaving Class Without Permission	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent Contact; CP and SLC for remainder of the day B. Parent Contact; CP or 3 day SLC C. 3 Day OSS
Dress Code Violation	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent Contact – SLC until parent brings clothes B. Parent Contact and Parent Conference C. Parent Contact, CP, SLC
Fighting and or Physical Contact/Physical Aggression (One-on-One)	A. 1 st time B. 2 nd time	A. Parent Contact; 5 Day OSS B. Parent Contact; 10 Day OSS & recommendation to alternative school STUDENTS FIGHTING CAN BE TAKEN INTO POLICE CUSTODY & REFERRED TO ALTERNATIVE SCHOOL **Please note that assault on a staff person may result in expulsion. The staff person also has a right to pursue legal action.
Fighting (Group)	A. 1 st time	A. 10 day OSS and alternative school recommendation STUDENTS FIGHTING CAN BE TAKEN INTO POLICE CUSTODY & REFERRED TO ALTERNATIVE SCHOOL
Inappropriate Touch	A. 1 st time B. 2 nd time C. 3 rd time	A. Counselor Referral/ Mandatory Parent Conference/ Contact Resource Officer B. Repeat step one. Possible referral to DHS.
Silent Learning Center (Disruptions; Failure to Report)	A. 1 st time B. 2 nd time	A. Parent Contact, CP, and extra SLC assigned B. Parent Contact and 3 Day Suspension
Insubordination/Defiance/Disrespect /Noncompliance (no profanity/vulgarity)	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent Contact; CP; 2 day; SLC/OSS B. Parent Contact and days SLC/multiple days OSS C. 5 day OSS/possible recommendation to alternative school
Insubordination/Defiance/Disrespect /Noncompliance (use of profanity/vulgarity)	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent Contact; 3 days OSS B. Parent Contact; 5 days OSS C. 10 days OSS and alternative school recommendation
Electronic Items Used for Non-educational use (teacher directed)	A. 1 st time B. 2 nd time	A. Parent Contact; Pick Up B. Parent Contact; 30 days or \$30

	C. 3 rd time	C. Parent Contact; Kept for 60 days or \$60 D. Parent Contact; Kept for the year <i>Refusal to give up electronic product could lead to OSS and or loss of privileges.</i>
Lying/Cheating	A. 1 st time B. 2 nd time	A. Parent Contact; Warning B. Parent Contact; CP; SLC
Harassment/Threat	A. 1 st time B. 2 nd time	A. Parent Contact, 3 days OSS B. 10 day OSS and alternative school recommendation
Property Damage	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent Contact, CP, SLC, or 1 day OSS and pay for damages B. Parent Conference; 2-days of OSS and Pay for damages C. Parent Conference; 3 days OSS; Pay for damages
Technology Violation (Unacceptable Internet Use)	A. 1 st time B. 2 nd time C. 3 rd time Refusing to give improper item to school administrator will result in 2-day suspension.	A. Parent Contact; Mandatory Parent Meeting; counseling session for students B. Parent Contact; 45 day Internet usage suspension C. Parent Contact; Internet Usage Privileges revoked for the remainder of the year & 3 day OSS
Use/Sale/Possession of Tobacco/Drugs	A. 1 st time	A. Parental contact; 10 days OSS/Possible Expulsion or alternative school. (10 days OSS pending hearing)
Public Display of Affection/Inappropriate Written Material	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent contact; CP; SLC B. Parent Contact; CP; SLC C. Parent Contact; 1 day suspension
Possession of Weapons	10 day Suspension pending the outcome of district hearing. STUDENT'S IN POSSESSION OF WEAPONS WILL BE TAKEN INTO POLICE CUSTODY.	
Gang Related Activities	A. 1 st time	10 days OSS/Possible Expulsion or alternative school. (10 days OSS pending hearing)
Sexual Harassment/Sexual intercourse under the auspices of the school.	A. 1 st time	10 days OSS/Possible Expulsion or alternative school. (10 days OSS pending hearing)
Note (s): CP= Corporal Punishment, SLC = Silent Learning Center, OSS = Out of School Suspension		

Any area of discipline not listed in this discipline ladder will be governed in accordance to the student handbook and code of conduct. Consequences levied at all times are at the discretion of the school administrators.

Food in Classrooms

No food or drink is to be taken into the classroom by a student. Any unsealed drink located on campus at any time other than lunch, breakfast in the cafeteria, or break will be disposed of and will be considered a level 1 violation. At no time other than lunch, breakfast in homeroom, or break may unsealed food be brought to class or consumed on school property. All lunches will be eaten in the lunchroom. Any exception to this rule must be approved through the office. Due to distractions and possible allergies, parents are discouraged from bringing lunch to their children at school. No food will be accepted for a group of students. Your cooperation concerning this matter will be greatly appreciated.

Due Process

Constitutional due process requires that students be forewarned of conduct that may result in disciplinary sanctions. Written codes of student conduct posted in the school and distributed annually to students is the usual way of placing students on notice about proscribed behaviors. Oral notice of a regulation may satisfy the constitutional requirement if school officials can show that the oral notice did in fact warn the students about the expected behavior. However, written regulations are preferred and will be used whenever possible.

Constitutional due process is not a fixed set of procedures; the requirements, which always seek to achieve fundamental fairness, vary according to the disciplinary sanction to be imposed. The US Supreme Court recognized in *Goss v Lopez* that there is no suggestion that a student has a constitutionally protected interest in extracurricular aspects of school--athletics, clubs, bands, chorus, social events, etc.—that comprise the educational process.

Courts have consistently ruled that the minor punishments so traditionally a part of school discipline—counseling, admonition, reprimand, detention, additional assignments—do not require constitutional due process.

The practice of telling students what they are accused of doing and the evidence against them (notice), and allowing them an opportunity to explain their version of the facts (hearing) before imposing any punishment contributes to achieving fundamental fairness.

COAHOMA AHS SCHOOL DISTRICT DISCIPLINE POLICIES AND PROCEDURES

The Board of Trustee of Coahoma Community College and Agricultural High School adopts the Mississippi School Safety Act of 2001 (Senate Hill 2239).

STUDENT HANDBOOK ADDENDUM MISSISSIPPI SCHOOL SAFETY ACT OF 2001 (SENATE BILL 2239)

The School Safety Act of 2001 is cumulative and in addition to the school district's existing authority regarding the discipline of students. Pursuant to the Act, the school district has adopted policies and procedures that recognize the teacher as the authority in classroom matters regarding the school district's written discipline code of conduct.

In the event the teacher removes a student who, in the professional judgment of the teacher, is disrupting

the learning environment, and the removal is approved by the principal or assistant principal, the student may not be returned to the classroom until a conference has been held with the student's parent, guardian or custodian. During the conference, the disruptive behavior will be discussed and agreements reached that no further disruption will be tolerated. The conference may be in person, by telephone, by e-mail or by other written communication.

Among other provisions, this act provides that a student 13 years of age or older may be subject to automatic expulsion on the third occurrence of habitually disruptive behavior during a school year. (Students under age 13 may be subject to expulsion for such conduct pursuant to other school policies and procedures.)

The term "disruptive behavior" means conduct of a student that is so unruly, disruptive or abusive that it seriously interferes with a school teacher's or school administrator's ability to communicate with the students in the classroom, with a student's ability to learn, or with the operation of a school or school-related activity and which is not covered by other laws related to violence or possession of weapons or controlled substances on school property, school vehicles or at school related activities. Such behaviors include, but are not limited to: foul, profane, obscene, threatening, defiant or abusive language or action toward teachers or other school employees; defiance, ridicule or verbal attack of a teacher; and willful, deliberate and overt acts of disobedience of the directions of a teacher. The term "habitually disruptive" refers to such actions of a student which cause disruption in a classroom, on school property or vehicles, or at a school-related activity on more than two occasions during the school year, and to disruptive behavior that, was initiated, willful and overt on the part of the student which required the attention of school personnel to deal with the disruption.

After the second instance of behavior that is determined by the principal or designated administrator to have seriously interfered with the school environment, the parents/guardian will be contacted to help develop a behavior modification plan for the student.

DRESS FOR CORONATION AND OTHER ACTIVITIES

Each year the coronation committee will meet and decide the dress and conduct requirements for all student participants. All student participants will be informed of these requirements. Any violation of these requirements as set forth by the coronation committee will result in the student's being denied the privilege of participating in these activities.

COLLEGE FACILITIES

ALL college facilities are off limits to high school students during the school day. Students should not go to the **UNION** or other college building(s) for any reason during the school day. Students who are dually enrolled may attend their classes but must follow all other rules. The outdoor basketball court is off limits to high school students during school hours.

Academic Integrity

Cheating is a form of academic dishonesty in which a student attempts to give the appearance of a level of knowledge or skill that the student has not obtained. Cheating is defined as participation in any activity in which a student knowingly misrepresents or assists another student to misrepresent his or her actual achievement in any form of academics. Students caught in the act of cheating before the act has been completed will be determined to have been cheating. Continuous acts of cheating will be treated in a severe manner.

- Examples of cheating include but are not limited to the following:
Copying from work that is not one's own while completing an assignment or during a quiz, test, paper, or exam.
- Allowing someone to copy one's work while completing an assignment or during a quiz, test, or exam.
- Collaborating on any assignment before acquiring the stated and/or written authorization of the teacher.
- Using unauthorized materials such as calculators or similar electronic devices not approved by the teacher during a quiz, test, paper, or exam or while completing any other assignment.
- Completing an assignment for another person.
- Altering graded work after it has already been returned, then submitting the modified assignment for evaluation and/or credit in another class. It would also be considered cheating if the assignment remains unaltered.
- Stealing, reproducing, circulating, or receiving by any means, or otherwise gaining access to a quiz, test, or exam prior to the time authorized by the teacher.
- Retaining, possessing, using, circulating, or conversing with others about previously a given quiz, a test, or exam materials without approval from the teacher.
- Providing false information in connection with any inquiry regarding academic integrity.
- Copying data or calculations from another group during a classroom lab experiment.

Plagiarism is a form of academic dishonesty in which a student purposefully takes and/or uses as his/her own work another's published or unpublished thoughts, ideas, and/or writings. Plagiarism is defined as the verbatim repetition or paraphrasing, without attribution, of another person's writing, work, or research.

Violations include but are not limited to the following:

- Copying another student's work and submitting it as one's own work.
- Using any other person or organization to prepare work which one then submits as his/her own.
- Paraphrasing the thoughts of another source without printed attribution or verbal citation in the case of an oral presentation.
- Citing a source that does not exist or citing an online source for which a student has not obtained a date and web address at the time of access (such as a website that no longer is available).
- Attributing ideas and information to a source not included in the source.
- Citing a source in a bibliography when the source was neither consulted nor cited in the assignment, aside from the bibliography itself.
- Intentionally distorting the meaning or applicability of data.
- Inventing data or statistical results to support conclusions.

In any case of academic dishonesty, the following basic consequences will occur: a zero (0) for the assignment in question, notification of the student's parents or legal guardians. Additional offenses will result in the following: all of the basic consequences; the ineligibility for any and all academic recognition; removal of the student from any leadership positions in the school or in extracurricular activities, including, but not limited to, captain- ships on athletic teams, student government and/or class officer positions, club/activity leadership positions (e.g., editor of the yearbook, editor of the student newspaper, etc.) ; and denial of written recommendations by any CAHS faculty, staff or administrator (e.g., scholar- ship, college admission, etc.)

Appeal Process

A student or parent/guardian may appeal any decision concerning cheating directly to the principal within ten (10) calendar days after the parent is informed of the incident. If the teacher denies the appeal, the teacher shall inform the student or parent/guardian of his/her right to appeal to the Academic Integrity Committee.

The committee shall meet jointly with the teacher, parents/guardian, and student to hear why the teacher believes cheating took place and why the student and parents believe that cheating did not take place. Within ten (10) days of the meeting, the Academic Integrity Committee shall make a recommendation of action to the principal. If the appeal is successful at any level, the infraction will be removed from the student's record.

Dress Code

A student who is not attired appropriately or exhibits grooming which is detrimental and/or causes a disruption to the educational environment shall be asked to refrain from wearing the inappropriate attire in the future and/or shall be required to make arrangements for more suitable or appropriate dress. If the arrangement for more suitable clothing requires the student to be absent from class, the absence will be designated as unexcused. The student will be placed in ISS until the student's clothing meets District dress code policy. It should be a matter of personal pride for a student of the Coahoma AHS District to maintain high standards of neatness and appropriateness of dress and appearance. Therefore, the following guidelines will be observed:

- **Only white or maroon male Polo or dress style shirts or sweaters may be worn. Shirts or sweaters must be of a length to fit neatly into the pants or skirts and must be tucked in at all times. Polo shirts/sweaters may have long or short sleeves. Tee shirts worn under Polo shirts/sweaters must be crew necked and white or the same color as the Polo shirts. Long sleeved shirts, sweaters, or tee shirts worn under short-sleeved Polo shirts/sweaters must be the same color as the Polo shirts/sweaters. Note: Tee shirts and Polo shirts/sweaters cannot have any symbols, emblems, pictures, or writing on them.**
- **Only khaki uniform pants, skirts, or walking shorts may be worn. However, no cargo pants of any kind may be worn. No tight, oversized or baggy pants will be allowed. All clothing must be appropriately sized to fit the individual. Skirts or shorts must be able to reach the knee cap to be considered appropriate for school.**
- **Shirts for boys must be tucked in at all times and pants pulled up on waist. Girls clothes must fit properly and must not be revealing.**

As an addendum the following regulations apply:

1. Students are not permitted to wear hats or caps with bibs.
2. No hoodies
3. No tall boots
4. Students are not permitted to wear bandannas, hats or headbands.
5. No item of clothing or other apparel may advertise alcohol, drugs, or tobacco products. They may not display suggestive or offensive slogans or logos.
6. Students may not wear or display any gang and/or drug related items.
7. Students may not wear sagging pants or pants falling below the waist. Pants legs must be the same length and hemmed in a manner not to fall below the top of the shoe.
8. Belts must be buckled and worn at the waist.

9. Shirts must be tucked neatly inside the pants of students.
10. Students may not wear sleeveless shirts, tank tops, blouses, or dresses. Jackets must have long sleeves.
11. Sunglasses/shades may not be worn inside the school building unless a doctor's statement has been placed on file in the principal's office.
12. Only female students may wear earrings, and the earrings may not be oversized. No visible body piercing other than the ears is allowed.
13. Holes, tears, and/or shreds that expose undergarments and inappropriate areas are prohibited.
14. Transparent clothing without proper underclothing is prohibited.
15. Muscle shirts, tube tops, tank tops, razor back tops, spaghetti strap tops and fish-net tops are prohibited. Tops that expose under- garments (brassiere, camisole, etc.) and/or shoulder blades are prohibited.
16. The midriff shall not be exposed while walking, standing, and/or sitting.
17. Any jewelry and/or items of ornamentation, which depict weapons of violence or substances illegal to minors, are prohibited.
18. Hair shall be free from obnoxious odors, and shall be clean and neat in appearance. Hair shall not obstruct vision, and hair shall not be extreme in color.
19. Picks, combs, and rollers shall not be worn in the hair.
20. Shoes and/or sandals shall be worn. Shoes designed to be laced shall be laced. Shoes with cleats and house shoes are prohibited. Flip flops may not be worn.
21. Sunglasses will be removed from the head when entering a building.
22. Hats and caps, unless a part of a CAHS athletic uniform, shall not be brought to school. A practicing physician's statement permitting a headdress for a specific period of time will be permitted. The penalty for bringing a hat or cap to school is confiscation. The hat or cap will be returned to the student at the discretion of the principal.
23. Piercing of exposed body parts that cause a distraction or cause a safety concern are prohibited. Tongue piercings are prohibited.
24. All fasteners and buckles designed for use with an article of clothing shall be used appropriately at all times.
25. Trench coats or other items of clothing which could be utilized to conceal dangerous are prohibited items are not allowed.

In all matters pertaining to the dress/grooming policy the administration may determine what is or is not appropriate.

Use of Cell Phones and Electronic Devices in School

Use and misuse of cell phones has become a serious problem that threatens the ability of the District's schools to properly and efficiently operate their educational programs. Therefore, cell phones are not to be at the school during school hours.

The use of cell phones at school-sponsored functions outside the regular school day is permitted only to the extent and within the limitations allowed by the event or activity the student is attending.

Violation of this policy will result in the following actions:

- **1st Offense: Phone kept in office until parent/guardian picks it up**
- **2nd Offense: Phone kept in office for 30 days until parent/guardian pick it up or pay \$30 at any time during the 30 days.**
- **3rd Offense: Phone kept in office for 60 days until parent/guardian picks up or pay \$60 at any time during the 60 days.**
- **4th Offense: Phone kept for remainder of school year**

The student and/or the student's parents/guardians expressly assume any risk associated with students owning or possessing technology equipment including cell phones. The students' parent/guardian may file a police report with the school resource officer.

Definitions:

- "Cell phone" shall include paging devices and all other types of telecommunications and/or electronic device and accessories.
- "Use of a cell phone" includes any incoming or outgoing call, text message, message waiting, page, or any other audible sound coming from the phone or device.
- In the event of an emergency condition that may require the need for a cell phone, the principal or designee will provide specific written approval and instructions for use of a cell phone.
- Cell phones used in violation of this policy will be confiscated and the parent/guardian of the student will be notified. The school will retain the confiscated cell phone until the student has completed the discipline imposed, after which it will be returned to the parent/guardian. CAHS will not be held reliable if a student's phone is lost or stolen. Student brings cell phone at own risk.

STUDENT BEHAVIOR ON SCHOOL BUSES

A bus is an extension of the classroom. Consequently, behavior required in the classroom is equally required while the student is on the school bus. Any violation of the school policy as it applies within the classroom and on school grounds, applies on the school bus. Students who do not conduct themselves properly as set forth in the rules and regulations of the Student Handbook will not be allowed to ride the bus. Severe student misbehavior on the bus can result in suspension or other disciplinary action. If a student is suspended from riding a bus, it is the responsibility of his/her parent or guardian to provide transportation to and from school.

The bus driver is responsible to the school district to maintain order and to ensure maximum safety at all times. Therefore, he is authorized to instruct and otherwise control students as to proper conduct and safety while they are on the bus.

Rules and regulations students must observe while riding the school bus Students shall:

- (a) Be at the assigned bus stop on time.
- (b) Be courteous and follow instructions of the bus driver
- (c) Ride the assigned bus at all times unless the student has permission from the office to do otherwise. Students must bring a written note from parent to board another bus.
- (d) Get off the bus at the assigned stop.
- (e) Talk in a normal tone. (Do not shout)

Students shall not:

- (a) Fight or tussle.
- (b) Strike or threaten bus driver or another student.
- (c) Bring unauthorized articles on the bus.
- (d) Use bad language or make vulgar gestures.
- (e) Make excessive noise or shout at anyone through the bus window.
- (f) Throw objects or litter on the bus.
- (g) Smoke or use intoxicants.
- (h) Stand up on the bus or hold a seat for a friend.
- (i) Put hands, head, or any object out of the bus window.
- (j) Mark or deface the bus. (Parents will be liable for damages).
- (k) Distract the driver's attention while the bus is in motion.
- (l) Enter or exit the bus through the emergency door, except in emergency situations.

(m) Commit any other act of improper conduct.

Minor Bus Infractions

1. Loud talking / yelling
2. Leaving trash or debris on the bus
3. Drinking or eating on the bus
4. Not being on time at the designated bus stop
5. Rowdiness on the bus
6. Putting any body part outside the bus window
7. Hollering or yelling out of the bus window
8. Not staying seated
9. Throwing objects out of the bus window
10. Refusing to obey the bus drivers instructions
11. Arguing with the bus driver
12. Unloading at an unauthorized stop
13. Profanity
14. Any action deemed by the bus driver as a minor infraction

Major Bus Infractions

1. Fighting or pushing students
2. Repeatedly arguing with a bus driver
3. Using tobacco, illegal substances, drugs, or alcohol on the bus
4. Tampering with any safety device on the bus
5. Vandalizing the bus
6. Repeatedly refusing to follow bus driver instructions
7. Any act which endangers other bus riders or the bus driver

Interference with School Buses

It is unlawful for any individual other than a member of the school district administration, faculty, or law enforcement official to interfere in any way with the operation of the school buses. State law prohibits unauthorized boarding of school buses or interference with passenger boarding or leaving under penalties of fine or imprisonment.

BUS RIDER DISCIPLINE CONSEQUENCES FOR BUS MISBEHAVIOR

- Verbal warning/reprimand
- Temporary suspension of bus privileges
- Complete withdrawal of transportation privileges

All misbehaviors will be reported to parents/guardians

Note: Certain violations (assault/fighting, alcohol and drug use/possession and any other serious violations as determined by the administration) will result in immediate removal from bus service. In such case the parents/guardians of the child are responsible for transporting the child to and from school.

While the state law requires that the school district furnish transportation for students, the law does not relieve the parents/guardians from the responsibility of paying for damages (ripping seats, breaking seat frames, windows, or other equipment) resulting from vandalism to the school bus by his/her child. **Bus drivers are empowered to enforce bus rules and regulations and must report all violations to the principal. Students who persist in disobeying any of the regulations and rules of good conduct will be subject to suspension or expulsion.**

Assemblies

A student's behavior during an assembly should be refined and courteous. Students are expected to enter and exit an assembly in a quiet and orderly manner. Whether guests are present or not, each student is personally responsible for the impression made by the school as a whole. Students are encouraged to be attentive during an assembly, applaud courteously, and respect all participants. A student behaving in an unacceptable manner will be subject to disciplinary action.

Textbooks

Textbooks are furnished by Coahoma Agricultural High School and the State of Mississippi. Classroom sets of textbooks will be provided for each class. Once a textbook has been issued to a student, the student assumes full responsibility for the proper care and return of the textbook. A fine will be assessed for any misuse or abuse to a textbook, and in the event of a lost textbook, a student will pay the price of the textbook. Damage to a textbook by another person or party is the responsibility of the student to whom the textbook was issued.

Textbooks categories are as follows: New(N), Good(G), Fair (F), Poor(P), Bad(B). A student will pay the full contract price of a lost or non-returned textbook. No fine will be assessed if a textbook drops one category during the school year.

A seventy-five percent (75%) fine will be assessed if a textbook drops two categories. If a textbook drops more than two categories, full contract price is required to replace the book. A twenty-five percent (25%) fine will be assessed for torn pages or a damaged cover. If a textbook is issued in new condition, but returned in an unusable condition, the student will pay full contract price for the textbook.

Library Books

Our library books belong to all students, and pride must be taken in their preservation. If they are willfully marred or defaced, damages will be charged. Full price will be charged for any lost library book. Librarians will charge fine for overdue books.

Fees and Fines

Fees and fines will be assessed to students throughout the school year for participation in activities and/or programs, as well as, any school related damages to school property (including textbooks and laptops). Fees and Fines must be paid in full before promotion to next grade.

Arrival to School

Buildings will be open at 7:20 AM daily. Upon arrival to school, a student will report to the area outside of entrance to cafeteria. Students are **NOT** permitted to remain in cars and are **not** allowed to assemble in the parking lots upon arrival to school; a courtesy warning will be issued for the first infraction. Any other

infractions will be subject to discipline actions. A student may lose driving privileges for repeated violations. Each student must go through door at the entrance of the cafeteria and have his or her bags checked. Students will walk through metal detector and proceed to the cafeteria to grab a breakfast bag and head to homeroom. Students arriving to school before 7:20 AM will report to the area outside of entrance to cafeteria.

Transportation and Parking

Students transported by the Coahoma Agricultural School District will disembark buses at the designated area. Upon dismissal of school, students will report to the designated area to board all buses.

A student's car and the parking lots are off-limits to students during the school day. Automobiles parked on the school campus are subject to search when school officials have reason to believe weapons, drugs, or objects prohibited by school policy or state law are contained therein.

Automobiles

A student who drives to school must have proof of insurance and a valid license to drive. Students who drive must also consent to random drug and alcohol testing throughout the school year. It will be the responsibility of each student-driver to purchase a current CAHS parking decal from the CCC Campus Police Department within three weeks following the first day of school. An automobile without a valid parking decal may be removed from campus at the owner's expense. The parking decal will be displayed on the front windshield on the lower left side—do not tape the decal on the windshield. A student's driving privileges on campus will be revoked for a minimum of nine (9) weeks if a student purchases or receives a parking decal under false pretenses.

An automobile improperly parked or without a valid parking decal, will receive a warning for the first violation with parent notification. Upon the third violation, the automobile will be removed from campus at the owner's expense, and the student will face disciplinary action.

Students must park their vehicle upon arrival to campus and immediately exit. They will not be permitted to return to their vehicle unless permission is granted by an administrator.

Students are expected to abide by all traffic laws when operating their motor vehicle. Loud music is prohibited.

Violation of these parking rules or the operation of a motor vehicle in such a way to cause danger to school property or to endanger life or limb of persons using school facilities, driveways, or parking areas may result in the following consequences:

- 1st offense- warning or driving privileges suspended for three days
- 2nd offense- driving privileges suspended for 10 school days
- 3rd offense- driving privileges suspended for the remainder of the semester
- 4th offense- driving privileges suspended for the remainder of the school year

If a student drives or parks on campus while campus driving privileges have been suspended, the student will be assigned SLC. Driving privileges may be revoked for a prolonged period if student disregards suspension of driving privileges.

Emergency Drills

In accordance with district and state emergency and safety regulations, unannounced emergency drills will be conducted throughout the year. In the event of a fire drill, a warning will be issued by the continuous sound of a loud buzzer. Students will exit the classroom as instructed by the classroom teacher

in an orderly fashion and assemble in the area designated by the classroom teacher. The classroom roll will be checked at the assembly area. In the event of a tornado drill, a warning will be issued by the intermittent ringing of the regular school bell. Students will exit classrooms and report to designated areas of assembly as instructed by the classroom teacher. The classroom roll will be checked once students arrive at the assembly area. Upon completion of the drill, students will return to their respective classrooms upon the ringing of the regular bell. A student will not be allowed to leave school without a parent/guardian during the execution of an emergency drill.

Off Campus Activities

School policies and discipline apply to student conduct that occurs off-campus and would violate the Code of Student Conduct if:

- There is a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.
- The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
- Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.
- The conduct has a direct nexus to attendance at school or a school-sponsored activity, such as an agreement made on school property to complete a transaction outside of school that would violate the Code of Student Conduct

Restroom Privilege

Students are only allowed to use restroom during transition to classes. Only in case of an emergency will a student be allowed to the restroom.

Elections

Class favorite elections will be conducted in the following manner: students will nominate students for class favorites and the nominations will count as votes as there will be no additional voting. A student who has received SLC or OSS will not be eligible for any election.

The election for Mr. and Miss CAHS will require enrollment as a full-time student at Coahoma Agricultural High School for three (3) continuous semesters prior to the election, a cumulative 85 GPA, and no major discipline referrals. Seniors will nominate only one boy and one girl, and all nominees must meet the requirements. The final ballot will consist of five nominees for Miss CAHS and five nominees for Mr. CAHS

Signs

A sign or poster will not be posted in any building or on the campus without permission from an administrator. An administrator's initials will signify that permission has been granted to post the sign or poster. A student or group responsible for posting the sign must remove the sign within twenty-four (24) hours after the event.

Clubs

Coahoma Agricultural School offers over clubs for students to participate in. Clubs is a great opportunity for students to get involved at Coahoma Agricultural High School. It allows for students to gain points towards receiving an honor letter their senior year. If students are interested in participating in a club, they may sign up at the annual club fair, which takes place the last Friday, in the month of August. If you are interested in starting a club, you may pick up a club application request. All clubs must have prior approval and must have a CAHS teacher as the sponsor.

Student Social Events

CAHS recognizes that well planned social events can contribute to the individual development of students and accordingly authorizes such activities. To that extent, the Board authorizes the participation of high school students in social activities sponsored by sanctioned school clubs and organizations with the approval of the principal prior to the public announcement of the event.

School sponsored activities for high school students will be concluded at least thirty minutes prior to the local curfew for minors. Social activities may not be scheduled for the night immediately preceding state mandated or end of term testing.

All such social activities must be fully chaperoned by members of the teaching staff, administration and where possible, by parents of students involved. Hours and rules of participation will be reasonable and subject to the approval of the principal. Students or guests who violate the rules of participation will be removed from the premises and referred to the appropriate authorities. Attendance at school sponsored social events may be limited to students in good standing.

Sportsmanship

Coahoma Agricultural High School adheres to the policies and regulations of the MHSAA and will promote sportsmanship in all activities and events. The National Federation of High School Athletic Associations defines good sportsmanship as a concrete measure of the understanding and commitment to fair play. Students are reminded that a ticket to an athletic event or activity is a privilege to observe a contest and support the team, not a license to verbally assault game officials, the opposing team, or its fans.

Cafeteria

Coahoma Agricultural High School operates a closed campus. Students are encouraged to exhibit courteous and appropriate manners while in the cafeteria. Strict adherence to the lunch schedule will be observed. Students will return trays and waste to the appropriate return areas when finished. Cafeteria trays and any food items will not be allowed outside the cafeteria. Fast food delivery to a student during school hours is prohibited. A student is not allowed to eat lunch in a classroom or academic building.

Solicitations and Fund-Raising

Educational facilities, personnel, and students will not be utilized in any manner for the promotion or sale of services or products offered by individuals or private organizations operating for a profit. The following are specifically prohibited:

- Distribution by students or personnel of pamphlets urging students, parents, and/or others to purchase services or products sold for profit;
- Sale by students or personnel of products or services, except in relation to school sponsored activities approved by the principal; and

- Similar activities that would involve the time of personnel and students and interfere with the normal schedules and activities of the school.
- All schools will earnestly seek to educate students in the services performed by humanitarian agencies, and will encourage students to participate in their financial support and community projects, but fund raising drives should not be conducted by such organizations among the students of the schools during school hours. Activities such as games of chance or raffles may not be conducted or sponsored in school buildings or on school grounds. In addition, fund raising activities will not be permitted to interfere with the school's nutritional program.
- Written permission from parents must be on file in the school prior to allowing any student to participate in a fund raising activity. No student shall be required to participate in any fund raising activity.
- Any school club or organization must request and receive permission from the principal to engage in fund raising activity. The request must be in writing by the sponsor of the club or organization. Plans for such activities should be made well in advance of the event and the total fund raising efforts must not be a burden or nuisance to the students, faculty, parents, or the community.

Visitors

In order that the normal classroom atmosphere will exist, a CAHS student will not be allowed to bring a visitor, relative, friend, or child to school for any part of the school day. All visitors to CAHS are required to request a visitor's pass in the main office.

Title I: Parent Right to Know

Upon parent request, the qualifications of teachers and assistants employed in schools or programs funded by Title I will be provided. Title I School wide programs are available. For further information, please contact the Director of Federal Programs at (621-4193) or your child's principal. Coahoma Agricultural High School strives to ensure that students who meet the criteria for McKinney-Vento Homeless Act of 2002 are given assistance upon arrival. To ensure their placement, slots are left open should a student arrive at any time during the school year.

Acceptable Use of Internet and Other Electronic Resources

The Coahoma AHS District recognizes the value of computer and other electronic resources to improve student learning and enhance the administration and operation of its schools. To this end, the Coahoma AHS District encourages the responsible use of computers; computer networks, including the Internet; and other electronic resources in support of the mission and goals of the Coahoma AHS District and its schools.

Because the Internet is an unregulated, worldwide vehicle for communication, information available to staff and students is impossible to control. Therefore, the Coahoma AHS District adopts this policy governing the voluntary use of electronic resources and the Internet in order to provide guidance to individuals and groups obtaining access to these resources on Coahoma AHS District owned equipment or through Coahoma AHS District affiliated organizations.

Coahoma AHS District Rights and Responsibilities

It is the policy of the Coahoma AHS District to maintain an environment that promotes ethical and responsible conduct in all online network activities by staff and students. It shall be a violation of this policy for any employee, student, or other individual to engage in any activity that does not conform to the established purpose and general rules and policies of the network. Within this general policy, the Coahoma AHS District recognizes its legal and ethical obligation to protect the well-being of students in its charge. To this end, the Coahoma AHS District retains the following rights and recognizes the following obligations:

- To log network use and to monitor fileserver space utilization by users, and assume no responsibility or liability for files deleted due to violation of fileserver space allotments.
- To remove a user account on the network.
- To monitor the use of online activities. This may include real-time monitoring of network activity and/or maintaining a log of Internet activity for later review.
- To provide internal and external controls as appropriate and feasible. Such controls shall include the right to determine who will have access to Coahoma AHS District-owned equipment and, specifically, to exclude those who do not abide by the Coahoma AHS District's acceptable use policy or other policies governing the use of school facilities, equipment, and materials. Coahoma AHS District reserves the right to restrict online destinations through software or other means.
- To provide guidelines and make reasonable efforts to train staff and students in acceptable use and policies governing online communications.

Staff Responsibilities

- Staff members who supervise students, control electronic equipment, or otherwise have occasion to observe student use of said equipment online shall make reasonable efforts to monitor the use of this equipment to assure that it conforms to the mission and goals of the Coahoma AHS District.
- Staff should make reasonable efforts to become familiar with the Internet and its use so that effective monitoring, instruction, and assistance may be achieved.

User Responsibilities

1. Use of the electronic media provided by the Coahoma AHS District is a privilege that offers a wealth of information and resources for research. Where it is available, this resource is offered to staff, students, and other patrons at no cost. In order to maintain the privilege, users agree to learn and comply with all of the provisions of this policy.

Acceptable Use

1. All use of the Internet must be in support of educational and research objectives consistent with the mission and objectives of the Coahoma AHS District.
2. Proper codes of conduct in electronic communication must be used. In news groups, giving out personal information is inappropriate. When using e-mail, extreme caution must always be taken in revealing any information of a personal nature.
3. Network accounts are to be used only by the authorized owner of the account for the authorized purpose.
4. All communications and information accessible via the network should be assumed to be private property.
5. Subscriptions to mailing lists and bulletin boards must be reported to the system administrator. Prior

approval for such subscriptions is required for students and staff.

6. Mailing list subscriptions will be monitored and maintained, and files will be deleted from the personal mail directories to avoid excessive use of fileserver hard-disk space.
7. Exhibit exemplary behavior on the network as a representative of your school and community. Be polite!
8. From time to time, the Coahoma AHS District will make determinations on whether specific uses of the network are consistent with the acceptable use practice.

Unacceptable Use

1. Giving out personal information about another person, including home address and phone number, is strictly prohibited.
2. Any use of the network for commercial or for-profit purposes is prohibited.
3. Excessive use of the network for personal business shall be cause for disciplinary action.
4. Any use of the network for product advertisement or political lobbying is prohibited.
5. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network.
6. No use of the network shall serve to disrupt the use of the network by others. Hardware and/or software shall not be destroyed, modified, or abused in any way.
7. Malicious use of the network to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system is prohibited.
8. Hate mail, chain letters, harassment, discriminatory remarks, and other antisocial behaviors are prohibited on the network.
9. The unauthorized installation of any software, including shareware and freeware, for use on Coahoma AHS District computers is prohibited.
10. Use of the network to access or process pornographic material, inappropriate text files (as determined by the system administrator or building administrator), or files dangerous to the integrity of the local area network is prohibited.
11. The Coahoma AHS District network may not be used for downloading entertainment software or other files not related to the mission and objectives of the Coahoma AHS District for transfer to a user's home computer, personal computer, or other media. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of the Coahoma AHS District.
12. Downloading, copying, otherwise duplicating, and/or distributing copyrighted materials without

the specific written permission of the copyright owner is prohibited, except that duplication and/or distribution of materials for educational purposes is permitted when such duplication and/or distribution would fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC).

13. Use of the network for any unlawful purpose is prohibited.
14. Use of profanity, obscenity, racist terms, or other language that may be offensive to another user is prohibited.
15. Playing games is prohibited unless specifically authorized by a teacher for instructional purposes.
16. Establishing network or Internet connections to live communications, including voice and/or video (relay chat), is prohibited unless specifically authorized by the system administrator.

Disclaimer

1. The Coahoma AHS District cannot be held accountable for the information that is retrieved via the network.
2. Pursuant to the Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.), notice is hereby given that there are no facilities provided by this system for sending or receiving private or confidential electronic communications. System administrators have access to all mail and will monitor messages. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
3. The Coahoma AHS District will not be responsible for any damages you may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by our own negligence or your errors or omissions. Use of any information obtained is at your own risk.
4. The Coahoma AHS District makes no warranties (expressed or implied) with respect to:
 - the content of any advice or information received by a user, or any costs or charges incurred as a result of seeing or accepting any information; and
 - any costs, liability, or damages caused by the way the user chooses to use his or her access to the network.
5. The Coahoma AHS District reserves the right to change its policies and rules at any time.

**APPENDIX A
GRADUATION REQUIREMENTS
STANDARD 20**

Beginning school year 2008-2009 and thereafter, all entering ninth graders (seniors of school year 2011-2012 and later) will be required to have a minimum of 24 Carnegie units as specified below, unless their parent/guardian requests to opt the student out of Appendix A-3 requirements. Any student who is taken out of these requirements of Appendix A-3 will be required to complete the graduation requirements as specified in Appendix A-2. The local school district may establish additional local requirements approved by the local school board as authorized under MS Code 37-16-7.

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4¹	English II
MATHEMATICS	4²	Algebra I
SCIENCE	4³	Biology I
SOCIAL STUDIES	4	1 World History 1 U.S. History ½ Geography ½ U.S. Government ½ Economics ½ Mississippi Studies⁴
HEALTH & PHYSICAL EDUCATION⁶	1⁵	½ Comprehensive Health <i>or</i> ½ Family and Individual Health and ½ Physical Education⁷
BUSINESS & TECHNOLOGY	1⁶	1 Computer Discovery <i>or</i> ½ Keyboarding and ½ Computer Applications
THE ARTS	1	Any approved 500.000 course or completion of the 2-course sequence for Computer Graphics Technology I and II
ELECTIVES	5	
TOTAL UNITS REQUIRED	24	

APPENDIX A (Continued)
GRADUATION REQUIREMENTS
STANDARD 20

Compensatory Reading and Compensatory Writing may not be included in the four English courses required for graduation; however, these courses may be included in the 5 general electives required for graduation.

² Compensatory Mathematics and any developmental mathematics course may not be included in the four mathematics courses required for graduation; however, these courses may be included in the 5½ general electives required for graduation. Students are prohibited from taking Pre-Algebra or any other lower level math after successfully completing Algebra I. One of the four required mathematics units may be in Drafting if the student completes the 2-course sequence for Drafting I & II. Beginning school year 2007-2008 for all entering eighth graders, at least two of the four required mathematics courses must be higher than Algebra I. Effective with the eighth graders of 2008-2009, Pre-Algebra and Transition to Algebra may not be taken after a student completes Algebra I. The allowable mathematics courses that can be taken which are higher than Algebra I are: Geometry, Algebra II, Advanced Algebra, Trigonometry, Pre-Calculus, Calculus, AP Calculus AB, AP Calculus BC, Discrete Mathematics, Statistics, and AP Statistics. Effective with the eighth graders of 2004-2005, Pre-Algebra, Transition to Algebra, and Algebra I, may be taken in the eighth grade for Carnegie unit credit. Effective with the eighth graders of 2008-2009, Geometry may be taken in the eighth grade for Carnegie unit credit.

³ One unit may be in Introduction to Agri-science, Concepts of Agri-science, Science of Agricultural Plants, Science of Agricultural Animals, or Science of Agricultural Environment. Two units may be in the following courses if the student completes the 2-course sequence: Agri-science I & II; Allied Health I & II; Aquaculture I & II; Forestry I & II; Horticulture I & II; Plastics and Polymer Science I & II; and Technology Applications I & II. Two units may be earned by completing the AEST 3-course sequence: one unit in Concepts of Agri-science; one unit in Science of Agricultural Animals or Science of Agricultural Plants, or Science of Agricultural Environment; and one unit in Agribusiness and Entrepreneurship. Beginning school year 2008-2009 for all entering eighth graders, one unit must be a lab-based physical science. The allowable lab-based physical science courses are Physical Science, Chemistry I, Chemistry II, AP Chemistry, Physics I, Physics II, AP Physics B, AP Physics C – Electricity and Magnetism, and AP Physics C – Mechanics.

⁴ The credit earned for a State/Local Government course in any other state by an out-of-state transfer student who enters after the sophomore year can stand in lieu of Mississippi Studies or Mississippi State and Local Government. If the transfer student took a State/Local Government course in a grade level that did not award Carnegie unit credit, then any other ½ unit social studies course may be accepted. An out-of-state student who transfers after the junior year may substitute any other ½ unit social studies course.

⁵ Credit earned in Allied Health I/Health Science I may be accepted in lieu of Comprehensive Health or Family and Individual Health to meet the graduation requirement for ½ Carnegie unit in Health.

⁶ Evidence of proficiency in Keyboarding and Computer Applications is accepted 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 and vocational).

⁷ Carnegie units (up to one each school year) in physical education may be received from participation in interscholastic athletic activities, band, and ROTC if they meet the instructional requirements specified in the *Fitness through Physical Education Framework*. Interscholastic athletic activities used for Carnegie unit credit must be sanctioned by the Mississippi High School Activities Association

SENIOR ACADEMIC AND GRADUATION INFORMATION

(See Appendix A-Graduation Requirements-Standard 20-Mississippi Public School Accountability Standard of 2007)

GRADUATION REQUIREMENTS FOR SPECIAL EDUCATION (SPED) STUDENTS

SPECIAL EDUCATION (SPED) STUDENTS – RECOMMENDED GRADUATION REQUIREMENTS

OPTION I: REGULAR HIGH SCHOOL DIPLOMA

- a. For every student receiving special education services, there will be consideration, during the IEP Review/Revision session prior to the student's entry into the ninth grade, as to this student's possibilities for achieving sufficient Carnegie units to earn a regular diploma.
- b. Graduation will be based on Carnegie unit requirements as specified for students receiving diplomas from Coahoma Agricultural High School. Carnegie unit credit can be earned only in a regular education class or as indicated in the student's IEP.
- c. SPED students must achieve satisfactory scores on subject area testing program as established by the Mississippi Department of Education.
- d. Students may be resourced to special education classes for assistance as specified by their Individualized Education Plan (IEP). Classes labeled as resource are not awarded academic credit for graduation.
- e. To be awarded a standard diploma, a special education student must complete the requirements for the regular high school diploma by age twenty-one (21).
- f. A special education student who completes all requirements for graduation as stated in the Policies and Procedures of the Coahoma AHS School District will be allowed to participate in graduation exercises and receive a regular high school diploma.

OPTION II: CERTIFICATE OF COMPLETION

- a. This certificate is for SPED students who do not meet the district and/or state requirements for the regular high school diploma.
- b. The certificate may be awarded after four (4) years of high school (grades 9-12) attendance, based on the decision of the child's parent(s) and concurrence of school officials.
- c. The certificate must be awarded when the student reaches twenty-one (21) years of age and is no longer eligible to attend public high school.
- d. A student must meet the attendance requirements of the Coahoma AHS as stated in the Policies and Procedures Manual. Further, the student must successfully complete the district's secondary curriculum for SPED students as provided in the student's Individualized Education Plan.
- e. Students who successfully complete these requirements will be awarded a Certificate of Completion, which states, "This student has successfully completed an Individualized Education Program." Students eligible to receive the Certificate of Completion will be permitted to participate in graduation exercises.

OPTION III: OCCUPATIONAL DIPLOMA

- a. This certificate is for special education students who meet the districts requirement for an occupational diploma.
- b. The diploma must be awarded on or before the student reaches twenty-one(21) years of age and is no longer eligible to attend public high school.

- c. Special education students who complete the district requirements for an occupational diploma along with the requirements of their Individualized Education Plan will be awarded an Occupational diploma which states “this student has successfully completed all the requirements of an Individualized Education Plan which includes academic units, career-technical vocational program, and/or occupational training hours. Students eligible to receive the occupational diploma will be permitted to participate in graduation exercises.
- d. Students receiving a Mississippi Occupational Diploma must document evidence of 540 hours of successful paid employment OR successfully complete a 2 year career technical vocational program.
- e. Students receiving a Mississippi Occupational Diploma must document successful completion of minimum requirements in an occupational portfolio.

OPTION IV: GENERAL EDUCATION DEVELOPMENT TEST (GED)

- a. Special education students may enroll in the GED program if they meet the districts requirements and/or placed by an IEP decision.
- b. This certificate must be awarded on or before the student reaches twenty-one (21) years of age and is no longer eligible to attend public high school.

If at any time during the high school years, the IEP Committee believes that a change is appropriate and feasible from pursuing a diploma to pursuing a certificate (or vice versa), then this change may be made by revising the IEP and the proposed 4-year schedule.

IDEA STUDENTS

- 1. An IDEA student who is a candidate for a standard high school diploma shall follow the same criteria for mastery and promotion as any other student.
- 2. IDEA students, who achieve twenty-one credits to earn an occupational diploma, will be awarded such. Carnegie credits may serve in lieu of occupational credits upon recommendation by the school counselor and IEP team (See Appendix G, **Mississippi Public School Accountability Standards of 2007**).
- 3. An IDEA student, who will be 16 years of age by September 1, may be placed in high school by the Individual Education Program (IEP) Team. The sending principal must notify the receiving school principal of all such cases.
- 4. An IDEA student who cannot meet the basic skills as set forth in the district curriculum but does successfully complete the Individual Educational Plans (IEP), may be moved to an age appropriate grade level by the IEP Team and a certificate will be granted upon completion of the program.
- 1. An IDEA student must meet all requirements for graduation by or before age 21 in order to receive a diploma or certificate. Services will be terminated at the close of the school year in which the IDEA student’s 21st birthday occurs

SECTION 504/Americans with Disabilities Act

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against any person with a disability in any program receiving Federal financial assistance. Under Section 504 a person with a disability is anyone who:

- 1. has a mental or physical impairment which substantially limits one or more major life activities such as walking, seeing, hearing, speaking, breathing, learning, working, and caring for one’s self.
- 2. has a record of such impairment; or
- 3. is regarded as having such an impairment

Coahoma AHS acknowledges its responsibility under Section 504 to prohibit discrimination in its policies and

programs regarding students, personnel, and campus visitors. Discrimination against any person with a disability will not knowingly be permitted in any program or practice of the school district.

Under Section 504, the District has the responsibility to identify, evaluate, and if the student is determined to be eligible, afford access to appropriate educational services.

If the parent or guardian disagrees with the determination made by school personnel of District, he or she has a right to a hearing with an impartial hearing officer.

COMPUTER NETWORK AND INTERNET USE RULES

Students and school personnel are responsible for good behavior on the school computer networks just as they are in a classroom or in a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply. Within reason, freedom of speech and access to information will be honored.

In compliance with CIPA 2008 updates, all students (9-12) will be educated about appropriate online behavior, including interacting with other individuals on social networking websites, in chat rooms and in cyberbullying awareness and response. When using the Internet, all students will be closely monitored to prevent students from accidentally or otherwise accessing inappropriate material.

Computer access is a privilege, not a right, and is provided for students and staff to conduct research, fulfill course requirements, and communicate with others when appropriate or authorized. Access to network services is given to students and staff who agree to act in a considerate and responsible manner. Signed parental permission is required for all students. All faculty and staff using the district's Internet access must sign a written contract.

Network administrators may review network storage files and communications to maintain system integrity and ensure that users are using the system responsibly. While user files will not be examined without good cause, users should not expect that files stored on school computers will always be private. Coahoma Agriculture High School will fully cooperate with local, state or federal officials in any investigation related to illegal activities conducted through any school's Internet account.

All users are expected to abide by the generally accepted rules of Netiquette. These include (but are not limited to) the following:

- Be polite. Do not be abusive or be "bullying" in your messages to others.
- Use appropriate language.
- Do not assume that email is secure and/or confidential. Never send anything that you would hesitate to have viewed by others.
- Respect other people's privacy regarding mail and files. Do not reveal personal address or phone numbers, or those of students or colleagues.
- Keep paragraphs short and to the point. Be mindful of spelling.
- Check email regularly and delete unwanted messages as quickly as possible.

STAFF INTERNET USE CONTRACT

(This is a legally binding document)

First Name: _____ Last Name: _____

School _____ Date: _____

STAFF CONTRACT AGREEMENT

Carefully read the attached Coahoma Agricultural High School Acceptable Use Policy. If you have any questions as to what will be expected of you when you are using the district's Internet access or school network or computer equipment, ask a technology department person, your supervisor or someone in the office to help you with anything you do not understand.

When you feel that you understand the rules, sign the contract below so that you will be able to access the school's network and utilize the available technology.

CONTRACT

I have read the Coahoma Agricultural High School Acceptable Use Policy. I understand the rules that I am to follow while using the Internet or the technology equipment owned by the Coahoma Agriculture High School. I understand that the equipment in my classroom/office belongs to Coahoma Agricultural High School, not to me. Its use is, therefore, governed entirely by the policies and regulations of the Coahoma Agricultural High School.

I understand that if I violate district regulations regarding the use of its equipment, I will be subject to disciplinary action by the Coahoma Agriculture High School, which includes suspension as well as employment termination. The disciplinary action will be based on the type and severity of the violation. I further understand that if I break a law while using the Coahoma Agriculture School facilities, the courts and law enforcement officials will determine the disciplinary action that I receive.

Staff Member's Name (please print): _____

Staff Member's Signature: _____

STUDENT INTERNET USE CONTRACT

Grades PreK – 12

(This is a legally binding document)

First Name: _____ Last Name: _____

Current Grade Level: _____ Date: _____

STUDENT CONTRACT AGREEMENT

Carefully read the attached Coahoma Agricultural High School's Acceptable Use Policy. If you have any questions as to what will be expected of you when you are using the district's Internet access or school network or computer equipment, ask a teacher, your librarian or someone in the office to help you with anything you do not understand.

When you feel that you understand the rules, sign the contract below so that you will be able to access the school's network and utilize the available technology.

CONTRACT

I have read the Coahoma Agriculture High School's Acceptable Use Policy. I understand the rules that I am to follow while using the Internet at school.

I understand that if I break the rules, I will be punished based on the type of rule I break. If I break a rule, the punishment will be determined by the respective Coahoma Agricultural School's administration or faculty. If I break a law, however, I understand that the courts and law enforcement officials who enforce the law that I break will determine the punishment I receive.

Student's Name (please print): _____

Student's Signature: _____

INTERNET USE PARENT OR GUARDIAN SIGNATURE FORM

Grades 9 - 12

(This is a legally binding document)

Student's Full Name (Please Print): _____

Current Grade Level: _____ Date: _____

As the parent or guardian of this student I have read the Acceptable Use Policy of the Coahoma Agricultural High School and understand the rules and regulations that my child is to follow while using the Internet and/or school network while at school. I understand that the school's Internet access is available for educational purposes only and have discussed the proper use of the Internet at school with my child.

I understand that if my child breaks the rules, he/she will be punished based on the type of rule broken just as it is with any other school activity. If he/she breaks a rule made by Coahoma Agricultural High School, the punishment will be determined by the building Administration. If he/she breaks a law, however, I understand that the courts and law enforcement officials who enforce the broken law will determine the punishment received by my child.

I understand that Coahoma Agricultural High School has taken available electronic precautions to eliminate controversial material. However, I also recognize it is impossible for the school district to restrict access to all controversial materials and will not hold them responsible for materials this student may acquire on the network. Further, I accept full responsibility for supervision of my child's Internet if and when my child's use is not in a school setting. Further, I accept responsibility for any/all expenses for any damages on the network caused by my child. I hereby certify that the information that I have entered onto this form is correct.

Initial One:

My child has my permission to use the Coahoma Agricultural High School's network to access the Internet _____

My child **DOES NOT** have my permission to use the Coahoma Agricultural High School's network to access the Internet and I DO NOT want Internet services or any other computer or computer service available to my child. I realize that this will make enrollment in certain classes impossible. _____

Parent or Guardian (please print): _____

Signature: _____ Date: _____

COMPLIANCE STATEMENT

Educational Amendments: 1964, 1972, Others

It is the policy of the School District to comply with all provisions of Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, and the Carl Perkins Act of 1984, Section 504 or the Rehabilitation Act of 1983, and IDEA.

The school board directs that no person shall, on the basis of race, color, national origin, sex, disability, age, or religion, be discriminated against, or excluded from, or denied the benefits of, any program or any opportunity or activity provided by this educational agency.

This action of the school board applies to all applicants for employment in this school system, present employees, and to students. Any inquiries regarding compliance should be directed to:

Coahoma Agricultural High School

Acknowledgement Form

2015-2016

Parents and Students,

It is the responsibility of parents, guardians, and students to familiarize themselves with this handbook. After carefully reviewing the contents of this *Student Handbook* with your child, please sign the acknowledgment form and return to your child's homeroom teacher.

Your signature indicates that you agree to abide by the contents set forth in this handbook. Failure to sign this acknowledgement form does not relieve the student from abiding by the student handbook.

Student's Name: _____
(Please print)

Grade: _____ **Date:** _____

Student Signature: _____

Parent's Name: _____
(Please print)

Parent/Guardian Signature: _____

Please complete this form and return it to the school office.

COAHOMA AGRICULTURAL HIGH SCHOOL CORPORAL PUNISHMENT CONSENT FORM

Signing this form and returning it to your child's school indicates that you have received and read the Coahoma AHS Student Handbook. The guidelines for student conduct and the Code of Conduct are explained in this document.

In addition, your signature on this form indicates that you and your child are aware of the district's Corporal Punishment and Acceptable Use of School Computers Policy.

If clarification or explanation of any of these policies or procedures is needed, please contact the building principal at your child's school.

Student's Name: _____ **Grade:** _____

Student's Signature: _____

Parent's Name: _____ **Daytime Phone:** _____

Parent's Signature: _____ **Date:** _____

☐ **YOU HAVE MY PERMISSION TO ADMINISTER CORPORAL PUNISHMENT TO MY CHILD.**

Parent's Signature

Date

☐ **YOU DO NOT HAVE MY PERMISSION TO ADMINISTER CORPORAL PUNISHMENT TO MY CHILD.**

Parent's Signature

Date

Please complete this form and return it to the school office.

Student/Parent Agreement (Statement of Assurance)

This is to certify that I agree to the following conditions:

- (1) Have reviewed the entire contents of this handbook.
- (2) Agree to abide by the Acceptable Use Policy for Internet/e-mail network.
- (3) Have selected the website consent form as shown below:
(Please mark ONE choice in EACH box).

Student Photograph

I will allow my **student's photograph** to be published on the school website, in the school yearbook, in local papers or on television stations, without liability to the school or the School District.

_____ YES _____ NO

Student Name

I will allow my **student's name** - either the first name or first name and last initial only- e.g., John or John D. – to be published on the school website, or in local papers or television stations, without liability to the school or the School District.

_____ YES _____ NO

Student Schoolwork

I will allow my **student's schoolwork** to be published on the school website, in local papers or television stations without liability to the school or the School District.

_____ YES _____ NO

School Name _____

Student Signature _____

Signature of Parent or Guardian _____

Date Signed _____

Complete this form as directed, detach, and return to your student's homeroom teacher.







Coahoma Agricultural School District

School Site Coahoma Agricultural High School










2015 – 2016 Home School Compact

Effective schools are a result of families and school personnel working together to insure that children are successful in school. A compact is an agreement between groups that firmly unites them in a common goal. You are invited to be involved in a partnership with this school. Hand in hand, we will work together to carry out the agreement of this compact.











As a student, I _____ will: Date _____

-  Take pride in my school
-  Believe that I can learn and will learn
-  Work cooperatively with my classmates
-  Come to school with my supplies and homework
-  Obey the rules of the school, bus, playground, and lunchroom
-  Always try to do my best in my work and in my behavior








As a parent, I _____ will: Date _____

-  See that my child arrives at school on time and attends regularly
-  Provide a home environment that encourages my child to learn
-  Insist that all homework assignments are completed
-  Support the school in developing positive behaviors
-  Talk to my child about his/her school activities daily
-  Encourage my child to read at home by monitoring his/her TV viewing time
-  Volunteer time at my child's school
-  Communicate regularly with my child's teacher
-  Show respect and support for my child, the teacher and the school

As a teacher, I _____ will: Date _____

-  Believe that all children can learn
-  Show respect for each student and his/her family
-  Come to class prepared to teach
-  Help each child grow to his/her fullest potential
-  Establish and maintain an environment conducive to learning
-  Provide meaningful and appropriate classroom and instructional activities
-  Enforce school and classroom rules fairly and consistently
-  Establish and maintain open lines of communication with the students and the home
-  Seek ways to improve the home school program
-  Demonstrate professional behavior and a positive attitude

As a principal, I _____ will: Date _____

-  Believe that all students can learn
-  Show respect for each student and his/her family
-  Enforce school rules fairly and consistently
-  Promote positive communication between the teacher, the student, and the home
-  Foster positive home involvement in school activities
-  Nurture a school environment that is conducive to teaching and learning
-  Demonstrate professional behavior and a positive, productive attitude

Please sign and return this form to your child's school.

Coahoma Agricultural School District

Consent Form for Administration of Medication

To: Parent/Guardian:

The Coahoma Agricultural School District requires that all students who require prescription or non-prescription medication(s) during school hours must do the following:

- A. Present this written consent form signed by the parent/guardian and completed by a physician to the school office.
- B. Parent/guardian must bring original prescription bottle, properly labeled by a legally registered pharmacist. Each school will have designated personnel who will be dispensing the medication(s) to your child.

MEDICATION(S) may be given by the designated school official **provided** that the prescribing physician completes the district medication permission request form. If there is a change in medication, please send a note to the school from the physician notifying the school of the change.

Name of Student _____ Date of Birth _____

School _____ Teacher/grade _____

To Be Completed by Physician

Name of medication(s): _____

Specific time to be delivered _____

Dose to be delivered _____

Length of time each medication is to be administered _____

Printed Name of Physician

Signature of Physician

Date

To be completed by parent

I, _____ give permission for my child _____ to receive the above medication(s) as written by a physician. I will not hold Coahoma Agriculture High School, its employees and agents, liable for any injuries to my child or ward and for any damages or losses of any kind resulting from the administration to my child or ward of these medications.

Date

Parent Signature

This form does not require a notary seal.