

**FANNIE L. MULLINS
ALTERNATIVE SCHOOL
2011-2012 HANDBOOK**



BROOKHAVEN

PANTHERS

**PRINCIPAL
MR. TREVOR BRISTER**

**711 Martin Luther King Drive
Brookhaven, MS 39601**



*"A Total Commitment To Making A Difference In
The Educational Attainment Of Children"*



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PHILOSOPHY

Democratic citizens believe that all children and youth have equal moral worth. Education is the concern of all. The home, school, church and community share in giving children a firm foundation on which to grow. Since education is a cooperative undertaking, the philosophy of education in the Brookhaven School District is:

- To provide for every child, regardless of ability, environment or status, the opportunity to develop to his/her highest capacity – physically, socially, morally, and spiritually – so that he/she will become an effective member of society, capable and desirous of making a definite, positive contribution to that society;
- To adapt our method of instruction to the individual as well as to the group; to set up goals within the grasp of the pupil's understanding; to train the mind to think critically; to afford opportunities for practical applications; to arouse curiosity and to stimulate further study;
- To lead the pupil into active participation in the learning process and to guide and inspire him/her;
- To continually evaluate, revise and maintain a varied and flexible curriculum which will meet the changing needs of society; and
- To take our community into our confidence and discuss, plan and work out together our educational problems under the professional leadership and guidance which we are able to give.

MISSION STATEMENT

The mission of the Alternative Education Program is to promote the following areas:



- **academic performance,**
- **behavior modification,**
- **functional skills,**
- **career education,**
- **character education, and**
- **employability skills in a learning environment that offers high expectations and high support.**

Through the individualized instruction and the education plans (IIP/IEP), students, parents, and school faculty collaborate to address these key areas. A commitment is made to provide a safe, structured environment that is conducive to helping students to function in today's ever-changing society.

Vision and Mission Statement for the Brookhaven School District

Adopted on June 26, 2007

by the Brookhaven School District Board of Trustees

The mission of the Brookhaven School District is to educate every student regardless of ability, race, creed, or socioeconomic status. It is our belief that all students have equal moral worth and that all students can learn. It is also our belief that high expectations lead to increased student performance.

All facets of the school program shall embody the ideals which will ultimately lead to the development of critical and analytical decision-making skills, a strong work ethic, constructive citizenship, and recognition of the worth of other individuals.

Education is the concern of all; the home, the school, and the community share in giving students a firm foundation on which to grow.

The Brookhaven School District does not discriminate on the basis of race, color, religion, national origin, sex, age, or disability in the provision of educational programs and services or employment opportunities and benefits.

INTRODUCTION

The following information is intended to communicate the areas, in which Alternative Education policies and procedures differ from those of the regular education programs of Brookhaven Public Schools, and to point out important areas of common concern. Alternative students and staff should be knowledgeable about both this information and the student handbooks of the Lipsey Middle School, Alexander Junior High School and Brookhaven High School. These regular education handbooks must be followed by the Mullins Alternative School students as they participate in regular education classes or activities. Also, these handbooks are used as guides in areas which are not addressed in this Alternative handbook.

F O R M S

THE FOLLOWING PAGES MUST BE SIGNED AND DETACHED

Brookhaven School District
P.O. Box 540
Brookhaven, Mississippi 39601

Dr. Lisa Karmacharya
Superintendent

To: Parents, Guardians or Custodians, and Students of the Brookhaven School District

To ensure that the parents and students of the Brookhaven School District are aware of the policies and procedures of the district, the 2011-2012 Student Handbook has been published and provided to you for your review. This Handbook includes (1) the Brookhaven School District Policy JCB - Code of Conduct, (2) the Assertive Discipline Plan for this school, Brookhaven School District Policies; (3) JDA - Discipline Plan, (4) JDACM - Classroom Management, (5) JDAP - Parental Responsibilities, and (6) JCA - Student Conduct / Severe Disruptions. The policies and procedures in this handbook have been approved by the Brookhaven School District Board of Trustees.

In accordance with MS Code 37-11-53 (1), the District requests that you sign the statement below which is verification that you have been given notice of the discipline policies of this school. Your student was also given a review of this handbook at school. We urge you to read this entire manual, the Brookhaven School District Policy JCB - Code of Conduct, the Assertive Discipline Plan for this school, Brookhaven School District Policies: JDA - Discipline Plan, JDACM - Classroom Management, JDAP - Parental Responsibilities, and JCA - Student Conduct / Severe Disruptions prior to signing. Remember that all students are required to abide by these rules while attending this school as well as any function in connection with this school. After signing the statement, please detach and have your student return it to his/her teacher.

I have received the 2011- 2012 **FANNIE L. MULLINS** School Student Handbook and verify that I have been given notice of the policies and procedures that will be enforced at this school during the 2011- 2012 school term.

_____ Student	_____ Date
_____ Parent, Guardian, Custodian	_____ Date

Street Address: 326 Court Street, Brookhaven, Mississippi 601-833-6661

Parent/ Student /Teacher/School Compact
Fannie L. Mullins Alternative School

The staff, students and parents/guardians of the **Mullins Alternative School** agree to share the responsibility for establishing high expectations and preparing children to achieve high academic standards. Student success is dependent upon the strength of this partnership and the shared commitment between school and home.

As a Teacher I will do my personal best to:

- Provide an academic program that is rigorous and challenging.
- Provide clear class expectations and student goals and the means for students to achieve them.
- Communicate with parents on an ongoing basis through phone calls and/or visits.
- Welcome and encourage parent participation in school activities.
- Flexibly schedule parent/teacher conferences.
- Listen to and acknowledge parents and students points of view.
- Provide access to books and encourage reading at home.
- Provide clear and reasonable expectations for homework.
- Communicate and consistently uphold school rules.
- Provide a positive environment that is caring, safe and supportive.

Teacher's Signature _____

Principal's Signature _____

As Parent/Guardian I will do my personal best to:

- Send children to school on time, appropriately dressed and prepared to learn.
- Know and support class expectations and student goals.
- Talk to teachers about what my child is are doing at home and at school
- Attend parent/teacher conferences.
- Talk with and listen to my child.
- Provide materials and opportunities for my child to read or be read to daily.
- Ensure that my child complete homework assignments.
- Support school rules.
- Ask for help, if needed with parenting or school issues.

I will see to it that my child abides by all rules and regulations of the Brookhaven School District Alternative School and the home schools.

Parent/Guardian Signature _____

As a Student I will do my personal best to:

- Attend school regularly, come appropriately dressed and be prepared to learn.
- Talk to my teachers about schoolwork and ask for help when needed.
- Talk with my parents about what is going on in school...
- Accept the responsibility of working with the teachers to further my education.
- Work on my own to progress as rapidly as I can toward my goals outlined in my IEP.
- Listen to and follow all school rules.
- Ask for help when needed.

I agree to abide by all rules and regulations set forth in the Brookhaven School District Alternative School Handbook and the home schools' Handbook.

Student's Signature _____

MEDICATION / MEDICINE

In order to protect the safety of your child, the Brookhaven School District requires that all students who need medication during school hours must do the following:

1. For prescription medications:
 - A. The “Administering Medication to Students” form must be completed and signed by the physician and by the parent/guardian, and brought to the school office.
 - B. The medication must be in the original prescription bottle, properly labeled for the student by a registered pharmacist as prescribed by the physician.
(Note: Check with your pharmacist for a duplicate bottle to keep one at home as needed.)
 - C. **The medication must be brought to the school office by an adult, not sent with the student.**

2. For over-the-counter (non-prescription) medications:
 - A. The “Administering Medication to Students” form **must be completed and signed by the physician** and by the parent/guardian, and brought to the school office.
 - B. Non-prescription medication must also be in the original container and labeled with the student’s name.
 - C. **The medication must be brought to the school office by an adult, not sent with the student.**

STUDENTS ARE NOT ALLOWED TO TRANSPORT MEDICATION TO SCHOOL WITH THE EXCEPTION OF AN ASTHMA INHALER AS PRESCRIBED BY A PHYSICIAN.

BROOKHAVEN SCHOOL DISTRICT

P. O. BOX 540 BROOKHAVEN, MS 39602-0540

SCHOOL: _____ **FAX #:** _____

ADMINISTERING MEDICATION TO STUDENTS

Student Name _____ Date of Birth _____ Grade ____ Teacher _____

TO BE COMPLETED BY PARENT/GUARDIAN:

I request that my child (named above) receive:

_____ Over-the-counter medication *provided by me and approved by a physician as documented below.*
_____ medication prescribed by our physician as documented below.

TO BE COMPLETED BY PHYSICIAN:

I request that my patient (named above) receive the following medication during regular school hours.

Diagnosis _____

Name, Dosage, Means of administration _____

Time to be taken during school hours _____ Duration of treatment _____

Purpose of medication _____

Possible side effects and adverse reactions _____

• **For asthma, please list circumstances under which the student is to receive medication:**

• **For asthma medication:**

This student has been instructed in self-administration of this medicine and may carry and use it at school as directed.

() does not apply () no () yes

Physician's Name _____ Signature _____

Phone Number _____ Date _____

PARENT/GUARDIAN SIGNATURE:

I understand that the principal or his/her designee will administer or observe my child taking the medication and that the medication may be administered or observed by non-medical personnel. **In the case of self-administrated asthma medications I am aware that the school district and its employees and agents will not be held liable should any injury be sustained by the student who has self-administered his/her asthma medication. I hereby give permission for my child listed above to self-administer asthma medication at school.**

Parent/Guardian _____ Signature _____

Phone Number _____ Date _____

**BROOKHAVEN SCHOOL DISTRICT
POLICY FOR USE OF THE INTERNET AND OTHER ELECTRONIC RESOURCES**

Brookhaven School District Internet Appropriate Use Policy/Student & Parent

The Brookhaven School District is pleased to offer to its students, faculty, and staff access to the Internet in accordance with the terms and conditions of this policy. The Internet is an electronic highway connecting hundreds of thousands of computers and millions of individual users globally. This computer technology will help propel our schools through the communication age by allowing students and staff to access and to use resources from distant computers, communicate and collaborate with other individuals and groups, and significantly expand their available information base.

Overview

Internet access is coordinated through a complex association of government agencies and regional state networks. In addition, the smooth operation of the network relies upon the proper conduct of the users who must adhere to strict guidelines. To this end, Congress has passed and President signed into law, the Children's Internet Protection Act (CIPA). CIPA requires that schools receiving certain federal funds including E-Rate discounts and Title III of the Elementary and Secondary Education Act put into place Internet safety policies. These Internet safety policies must include a technology protection measure for blocking access to "visual depictions" of obscene materials, child pornography, and materials that is "harmful to minors" when minors are accessing the computer. CIPA also requires that the Internet safety policy include monitoring all online activities of minors. Additionally, the policy must address all of the following: (a) access by minors to inappropriate matter on the Internet and World Wide Web, (b) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications, (c) unauthorized access, including so-called "hacking", and other unlawful activities by minors online, (d) unauthorized disclosure, use, and dissemination of personal information regarding minors; and (e) measures designed to restrict minors access to materials harmful to minors.

Recognizing that no filtering solution can be 100% effective, it is understood that all technology protection measures do not and will not work perfectly. In complying with CIPA, schools are expected to engage in a "good faith effort" to abide by the requirements of CIPA. CIPA does not create a private right to action, meaning that the discovery of objectionable material on a computer cannot result in a lawsuit complaining that a school violated CIPA.

These guidelines are provided so that you, the user and/or parent of the user, are aware of the responsibilities you are about to assume. In general, this requires efficient, ethical, and legal utilization of the network resources. If a Brookhaven School District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.

The signature(s) at the end of this document is (are) legally binding and indicated the party (parties) who signed has (have) read the terms and conditions carefully and understand (s) their significance.

Brookhaven School District Internet Terms and Conditions of Use

Personal Safety

1. User will not disclose, use, disseminate or divulge personal and/or private information about himself/herself or any others including personal identification information such as, but not limited to, credit card information, social security numbers, telephone numbers, addresses, etc.
2. User will immediately report to Brookhaven School District authorities any attempt by other Internet users to engage in inappropriate conversations or personal contact.

Illegal Activity

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

System Resource Limits

1. User shall only use the Brookhaven School District system for educational and career development activities and limited, high quality self-discovery activities as approved by the Brookhaven School District faculty for a limited amount of time per week.
2. User agrees not to download large files unless it is absolutely necessary. If absolutely necessary to download large files, user agrees to download the file at a time when the system is not being heavily used.
3. User agrees not to post chain letters or engage in “spamming” (that is, sending an annoying or unnecessary message to large numbers of people).
4. User agrees to immediately notify his/her teacher or other school administrator should user access inappropriate information. This will assist protecting user against a claim of intentional violation of this policy.

User Rights

1. The Internet is considered a limited forum, similar to a school newspaper, and therefore the Brookhaven School District may restrict user’s right to free speech for valid educational reasons. Brookhaven School District will not restrict user’s right to free speech on the basis of disagreement with the opinions expressed by user.

2. User shall have the responsibility to use computer resources for academic purposes only. Therefore, as mandated by CIPA, filtering will be utilized on all computers accessing the Internet. The only exception will be for academic research by a staff member with the approval of school administration.
3. Users should not expect files stored on school-based computers to remain private. Authorized staff will periodically inspect folders and logs of network usage will be kept at all times. Routine review and maintenance of the system may indicate that user has violated this policy, school codes, municipal law, state law or federal law, state law or federal law. Parents of minor users shall have the right to inspect the contents of user's files.
4. Brookhaven School District will fully cooperate with local, state or federal officials in any investigation related to illegal activities conducted through the user's Internet account.

Individual schools within the district may create additional guidelines and procedures consistent with this policy. Such guidelines and procedures will be appropriate for the electronic information resources being used and the student served at the school. Use of the Internet is a privilege, not a right, and inappropriate use will result in cancellation of those privileges. The principal or his designee may deny, revoke, or suspend user privileges to any user determined to be using the system in an inappropriate manner. The decision of the principal will be final.

Consequences for Failure to Follow Terms and Conditions of Internet Use Policy

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

When a user is using the Brookhaven School District system, it may seem as though these policies could be easily broken and that the user would not get caught. This is not true. Electronic footprints are left behind on a machine each time it is used, and the potential for apprehension always exists. I have read the Brookhaven School District Internet Appropriate Use Agreement as stated in the previous three pages. I understand and will abide by the terms and conditions as stated. I understand that some Internet violations are unethical and may constitute a criminal offense resulting in legal action. I understand that Brookhaven School District personnel will supervise access to the Internet. I further understand that the Brookhaven School District is not responsible for the actions of individual users or the information they may access.

The following behaviors are not permitted on district computers:

1. Sharing confidential information on students or employees
2. Sending or displaying offensive messages or pictures
3. Using obscene language
4. Harassing, insulting or attacking others
5. Damaging computers, computer systems or computer networks
6. Violating copyright laws
7. The use of Peer to Peer networks(e.g.Limewire,Frostwire,or Torrents)
8. The use of Social Networking sites(e.g.My Space, Facebook, Bebo)
9. Using others' passwords
10. Trespassing in others' folders, work or files
11. Intentionally wasting limited resources
12. Using computers for personal or commercial purposes

13. Supporting/opposing political candidates or issues
14. Engaging in practices that threaten the system (e.g. loading files that may introduce a virus)
15. Violating regulations prescribed by the provider
16. Conducting union business
17. Promoting, supporting, celebrating or opposing religion or religious institutions

I understand that no personal computer or other personal hardware device(s) may be used to connect to, to log into, or to interface with the Brookhaven School District network at any time.

I also understand that no personal removable media (including but not limited to floppy disks, PIN, thumb, jump drives, etc.) may be used in conjunction with Brookhaven School District equipment.

I have been informed and am aware that Brookhaven School District will archive all emails sent or received through the District network or on District equipment for a period of at least 90 days and that these emails are subject to review by the Technology Department staff and the Office of the Superintendent and/or his/her designee(s).

Student Signature	Date	Parent Signature	Date
-------------------	------	------------------	------

FEE WAIVER CERTIFICATION FORM

The social security number for each household member is as follows:

Print Name _____

Social Security Number _____ - _____ - _____ ___No Social Security Number

Print Name _____

Social Security Number _____ - _____ - _____ ___No Social Security Number

Print Name _____

Social Security Number _____ - _____ - _____ ___No Social Security Number

Print Name _____

Social Security Number _____ - _____ - _____ ___No Social Security Number

Print Name _____

Social Security Number _____ - _____ - _____ ___No Social Security Number

Print Name _____

Social Security Number _____ - _____ - _____ ___No Social Security Number

I certify (promise) that all information provided to the school district to obtain a financial hardship waiver of fees is true and that all income is reported. I understand that I must provide a social security number for each adult household member or an indication that such member does not have a social security number. I understand that the school district funds will be used to provide fees that are being waived for my child/children. I understand that if I purposely give false information, my child/children may lose the waiver of fees charged by the school district.

Sign here _____

Print name _____

Address _____

Social Security Number _____ - _____ - _____ ___No Social Security Number

Student Health Record

Grade ___ Homeroom _____

(Please complete: Information to be shared with teaching staff as needed.)

Male Female

Student's Name: _____ Date of Birth: _____ Age _____

Address: _____ Home Ph.: _____ Cell Ph.: _____

Father/Mother/Guardian: _____ Work Ph.: _____

Emergency Contact Person: _____ (relationship) _____ Phone: _____

Social Security No.: _____ Medicaid No.: _____ Health ns.: _____

Student's Medical History

<u>Problem</u>	<u>No</u>	<u>Yes</u>	<u>List symptoms and medicines needed...</u>
Allergies to food			Name: _____
... to medication			Name: _____
... insect bites or stings			Name: _____
... other (including seasonal)			Name: _____
Asthma			
Attention deficit (ADD, ADHD)			
Birth defect/physical handicap			
Bone or joint problems			
Convulsions (seizure/epilepsy)			
Diabetes (high blood sugar)			
Earaches (frequent? tubes?)			
Emotional/Psychological disorder			
Headaches (frequent or takes medicine)			
Heart problem			
Hypertension (high blood pressure)			
Nose bleeds			
Sinus problems			
Speech and/or Hearing problems			
Stomach or digestive problems			
Surgery			
Vision (seeing) problems			Glasses? ___yes ___no Contacts? ___yes ___no

Describe any handicaps or special needs of student: _____

Student's Doctor or Primary Care Provider: _____ Phone No.: _____

Is the student taking daily medication? No Yes If yes, please name: _____

I give my permission for my child to participate in the school's health program which includes health education and basic screenings (vision, hearing, scoliosis, etc). I also give my permission for my child to receive standing orders/first aid care as needed.

I give my consent for pertinent medical information to be shared between the medical provider and the school nurse and/or school personnel directly involved with my child at school.

Parent/Guardian Signature: _____ **Date:** _____

RESIDENCY VERIFICATION

As a result of the residency verification procedure adopted by the Mississippi State Board of Education, each parent, legal guardian or custodian with whom the student lives must provide the school administration a verification of residency on the form provided in this handbook. If you already have this form on file you are not required to submit the form annually; however, if you should change your residence, you must at that time submit an updated form.

RESIDENCY VERIFICATION

Date _____

Student's Name _____

Present School _____

Parent Name _____

Legal or Guardian Name _____

Other Adult/Custodial Person with whom this child lives _____

Street/Road Address _____

(A post office box number is not acceptable for an address)

City _____ State _____ Zip _____

Phone _____ Section _____ Township _____ Range _____

Does the student reside full time at the above address () Yes () No

I am a resident of the Brookhaven School District. () Yes () No If No, does the child residing with you have a legal transfer to the Brookhaven School District? () Yes () No

If Yes, skip to "D" below.

A) Please provide a copy of two of the items numbered (1) through (9) as residency verification. Please note that any document with a post office box address will not be accepted.

_____ (1) Filed Homestead Exemption Application Form;

_____ (2) Mortgage documents or property deed;

_____ (3) Apartment or home lease;

_____ (4) Driver's license;

_____ (5) Voter precinct identification;

_____ (6) Utility Bills;

_____ (7) Automobile registration;

_____ (8) Any other documentation that will objectively and unequivocally establish that the parent or guardian resides within the school district;

_____ (9) Affidavit and/or personal visit by a designated school district official.

B) If you are the legal guardian of the student, you must also provide a copy of the court order appointing you as guardian. If a petition for guardianship has been filed and the decree is pending, you must provide a certified copy of the filed petition for guardianship. Note: Any legal guardianship formed for the purpose of establishing residency for school district attendance purposes shall not be recognized by the affected board. (Miss. Code Ann. Section 37-15-31 (1989 Supp.))

C) Custodial Person (Not parents or legal guardians), please state the reasons the student is residing with you at the present time.

D) I hereby certify that the information provided on this form is true and correct.

Signature of Parent, Guardian, or Custodial Person

Representative – School District

REQUEST FOR OMISSION OF PERSONAL INFORMATION FROM DIRECTORIES

Student Name _____ Grade-Level _____

 Last First Middle

Address _____

In compliance with PL 93-380, the "Family Education Rights and Privacy Act of 1974", you are hereby advised that the school publishes and makes available to the public through various publications personal information, either part or in whole as listed below. In addition, the guidance office makes available to colleges and scholarship agencies information regarding test results, rank-in-class, quality point average, and academic data.

**As a result of federal legislation, the school must provide a list of eleventh and twelfth grade students and their mailing addresses to recruiters representing branches of the armed forces of the United States unless the parent files a written statement requesting omission from that list for his/her child.

The parent, guardian, surrogate, or the student (if 18 years of age or older) has fourteen (14) days from the date of this notice to request that this information (part or in whole) not be made public. If this letter is not returned to the school within fourteen days, the school has the legal right to make the information public to any of the receiverships listed below.

If you as a parent, guardian, surrogate, or student have no objections to the release of this information, you do not have to return this form. (The form is to be returned only if you object to the release of any information or the release of information to specific receiverships).

If you have any objection to the school releasing any of the information given below, simply check the items of the information you want to be deleted or check the receiverships you do not want to receive the information.

SCHOOL PUBLICATIONS:

(Check the publication in which you do NOT want your name or other personal identifiable information published.)

- ___ Athletic Program
- ___ Eligibility List (for athletics)
- ___ Graduation Program
- ___ Honor Roll
- ___ Musical Program(s)
- ___ Newspaper
- ___ Senior List
- ___ Junior List
- ___ Yearbook

TYPES OF INFORMATION RELEASED

(Check the items below, if any, you do NOT want to be made "public".)

- ___ Name
- ___ Mailing Address
- ___ Telephone Number
- ___ Name of Parent(s), guardian(s), or surrogate(s)
- ___ Grade-level classification
- ___ Date of Entrance
- ___ Date of Withdrawal
- ___ *Rank-in-Class
- ___ *Grade-Point Average
- ___ *Standardized Test Results

OUT-OF-SCHOOL RECEIVERSHIPS

(Check the various receivership(s) indicated below which you do NOT want to receive any of the information listed to the above right.)

- ___ In-State Colleges or Universities
- ___ Out-of-State Colleges or Universities
- ___ Financial Aid/Scholarship Agencies
- ___ Merchants, Local
- ___ Military, Various Branches of **
- ___ Employer(s), Potential

*Released only to colleges and financial aid scholarship agencies.

Signed _____ Date _____

**Mullins Alternative Program
Discipline Referral Form**

Date _____ Time _____ Location _____ Grade _____

Possible Motivation: (Obtain peer attention) (avoid peers) (avoid tasks/activities) (obtain adult attention).

Reason for Referral

Infractions

- | | |
|--|---|
| <input type="checkbox"/> Abusive Language /In appropriate Language | <input type="checkbox"/> Cell Phone/Electronic Device violation |
| <input type="checkbox"/> Skip class/truancy | <input type="checkbox"/> Vandalism |
| <input type="checkbox"/> Fighting/physical aggression | <input type="checkbox"/> Threats towards staff |
| <input type="checkbox"/> Forgery/theft | <input type="checkbox"/> Property damage or misuse |
| <input type="checkbox"/> Defiance/disrespect/insubordination/non-compliant | <input type="checkbox"/> Disruption |
| <input type="checkbox"/> Dress Code violation | <input type="checkbox"/> Tobacco |
| <input type="checkbox"/> Harassment/bullying/Intimidation | <input type="checkbox"/> Alcohol/Drugs |
| <input type="checkbox"/> Bomb threat | <input type="checkbox"/> Weapons |
| <input type="checkbox"/> Abuse of hall pass | <input type="checkbox"/> Other _____ |

Description of Infraction

DISPOSITION

- | | |
|--|---|
| <input type="checkbox"/> Discipline Plan Notice/ Parent Conference | <input type="checkbox"/> Out of School Suspension (_____ Days) |
| <input type="checkbox"/> Administrator-student Conference | <input type="checkbox"/> Additional days added to alternative placement |
| <input type="checkbox"/> In School Suspension (_____ Days) | |
| <input type="checkbox"/> Student Conference | Time parent contacted _____ |
| | Contact # _____ |

Out of School Suspension require conference before the child returns.

Teacher's Signature

Administrator's Signature

Student's Signature

Brookhaven School District Information

ADMINISTRATORS AND DIRECTORS

MRS. LISA KARMACHARYRA.....**SUPERINTENDENT**
Mr. James Tillman.....Deputy Superintendent
Mrs. Susan QuinFinance Director
Mrs. Brandy MyersSpecial Services Program Developer
Mrs. Marsha Woodard.....Director of Instruction and Federal Programs
Mr. Clay Whittington.....Director of Bands
Mrs. Tonya Thomas-McSweyn.....Director of Food Service
Mr. Scott Campbell.....Technology Coordinator
Mr. Versie Rushing16th Section Land Manager
Mr. Steve Huey.....Director of Transportation
Mr. Wade HendersonAthletic Director
Mrs. Stephanie Henderson.....Director of Accountability and Testing
Mr. Tucker Peavey.....Director of Maintenance

Board of Trustees

Mr. Carl Aycock, President -
Mrs. Karen Braden, Vice-President
Mr. Willie Harrison, Secretary
Mr. Dan Brown, Member
Mr. Stan Patrick, Member

Contact Information

Superintendent of Schools833-6661
Federal Programs Office833-6661
Special Services835-1211
Transportation.....835-1806
Bus Barn.....835-1788
Brookhaven Technical Center.....833-8335
 Don Coleman, Director
Brookhaven High School.....833-4498
 Jay Smith, Ph.D., Principal
Alexander Junior High School.....833-7549
 Rod Henderson, Principal
Lipsev School.....833-6148
 Sonya Foster, Principal
Brookhaven Elementary School.....833-3139
 Delores Gearing, Principal.
Mamie Martin Elementary School.....833-7359
 Rob McCreary, Principal
Mullins School
 Mr. Trevor Brister, Principal.....833-7472

Superintendent's Office Hours 8:00 A.M. – 4:30 P.M.

MULLINS ALTERNATIVE SCHOOL DIRECTORY

Mr. Trevor Brister, Principal.....(601) 833. 7472

Cafeteria.....(601) 835.1044

Mullins Alternative School Staff

Sharlene Banks.....Secretary

Chaz Allen.....Physical Education

Phadra Allen.....Assistant/ In School Suspension

Carol Bullock.....Language Arts

Melinda Dykes.....Science

Bryce Porter.....Mathematics

Mary Donald.....Special Education

Robert Tyson.....History

Tecompsha Warren.....Assistant

McNair Smith.....Assistant/In-School Suspension

Margaret Demyers.....Janitorial Staff

Jimmie Fields.....Janitorial Staff

Restoria Smith.....Janitorial Staff

School Office Hours 8:00 A.M. – 4:00 P.M.

Phone: 601.833.7472/ Fax: 601.823.6598

SITE LOCATION

The Brookhaven School District Alternative Education Program is located at the Mullins School Site, 711 Martin Luther King Dr., Brookhaven, MS 39601.

PLACEMENT CRITERIA

Student placement in the Alternative Education Program will be made by submitting completed placement forms provided by the Brookhaven School District to the Superintendent of Education or his designee for consideration for admittance to the Alternative Program. Following the Superintendent's approval for placement into the Alternative Program, the principal will confer with the student's parents and schedule a conference with the Alternative School principal. Upon arrival at the alternative school, the principal and staff will orientate the student and parent on all requirements during the student's stay. The alternative education handbook will be covered thoroughly with the parent and student.

Criteria for Placement

1. Behavior: Any student who is uncontrollable in the regular classroom setting after all corrective measures have been tried (assertive discipline techniques, normal remedial classroom efforts, principal intervention, parent notification and conference, application of appropriate portions of the discipline policy). This must be disruptive behavior that interferes with the education of other students.
2. At-risk students who do not fit appropriately in regular classes and no satisfactory placement in the Special Education or Vocational Program exist.
3. Any school age child referred to such Alternative Education Program by a chancellor or youth court judge having jurisdiction in such school district.
4. Any compulsory school age child, who has dropped out of school in violation of the compulsory school attendance law, has been suspended or expelled from school, or committed disciplinary infractions which will result in expulsion from school.
5. Students who are returning from reform school, who previously withdrew from the Alternative Education Program or were expelled from the regular school program.

A student's placement or assignment may be extended due to academic reasons, behavior or attendance deficiencies. Students assigned to the alternative education program are expected to pass their academic courses and attend school on a daily basis unless otherwise excused. All students assigned to the Alternative education program must exhibit appropriate behavior and adhere to the Alternative Education Program's rules and regulations.

REFERRAL PROCESS

The Brookhaven School District Alternative School will provide services to students enrolled at Mamie Martin, Brookhaven Elementary School, Lipsey Middle School, Alexander Jr. High School and Brookhaven High School. Students may be referred to the Alternative School by the principal, teacher or parent by counseling and submitting completed Form A-1 to the principal for review. The principal will request additional information from the student's teachers (Form A-2) and counselor (Form A-3). The principal or his designee will complete Form A-4. After Forms A1--4 have been completed; a

screening committee will be formed consisting of the principal, counselor, the teacher and an additional teacher of the student being referred. The results of the screening committee will be recorded on Form A-5. If the student is recommended for Alternative School Placement Forms A-1 through A-5, along with any other data will be submitted to the Assistant Superintendent's office for review and recommendation to the Superintendent.

Approval of the Superintendent will be noted on Form A-6. Upon approval by the Superintendent, the principal of the school will contact the parent and obtain parent permission of Form A-7. The parent will be required to meet with the Alternative School teacher at which time the rules and regulations of the Alternative School will be reviewed and a parent-student contract (Form A-8) will be executed. The student will begin class the following day.

Students who are returning to school from reform school, who previously withdrew from the Alternative School or were expelled from the regular school, will be placed in the Alternative School prior to re-admission to the regular school. The principal will complete Forms A-3, A-4 and A-7 along with the student's assigned schedule, textbooks and objectives to be taught that grading period, and any other pertinent information for Alternative School personnel. The Alternative School teacher will schedule a parent-teacher conference and execute Form A-8.

The Director of Transportation will be notified by the Alternative School Principal if the student rides the bus.

Duration Students assigned to the Alternative School will be assigned for a minimum of nine weeks (45 days) or until the end of the present grading period. At the end of the assigned period of time, the Alternative School teacher, home school counselor, home school principal and the Superintendent of Education or his designee, will review the student's record of placement prior to departure to his home school. Criteria will include: (1) grades, (2) behavior report, (3) counseling records and any other information deemed pertinent by the committee.

A transitional plan should be developed, and the home school counselor will be appointed as the case manager to insure that the students get necessary support once they re-enter their home school. If a student displays the same problems he or she was experiencing prior to placement, he will immediately be placed back in the Alternative School.

EXIT CRITERIA

A student's exit from the program is contingent upon:

- regular attendance
- achieving and exhibiting appropriate behavior and academic progress during his assignment in the alternative education program
- evaluation of the student's behavior by the principal and alternative education staff.

If the student's behavior, academic progress or attendance has been unsatisfactory, the student will remain in the alternative education program until more favorable progress has been achieved. Such determination will be made by the Alternative Education Program staff. **All assigned time missed must be made up prior to exiting the program.**

Transportation will be provided to and from the Alternative Program by a school vehicle designated for Alternative School students. If a student does not ride the bus, he/she will be required to be driven to school by his/her parent or guardian. Students may not drive their own cars or ride with other students to the Alternative School. Students will be assigned specific seats by the driver.

1. Students who are absent from school on any given day, must be accompanied by a parent, guardian or designated other upon return to school, and he/she must signed in. The student will not be picked up by the bus in the A.M. on the day he returns to school if absent the days before. The student must check in thorough the office and designated person accompanying him may be required to have a conference with the principal as to why he/she was absent. At that time, the student will be given a bus pass to be admitted to the bus for transportation home that afternoon.
2. If a student is checked out during school hours by the parent/guardian or designated other, he/she must accompany the student to school upon return and sign him/her in. The bus will not pick up the student the next morning if the student had been checked out the day before. The student will be allowed to ride the bus home in the afternoon with a bus pass.

DISTRICT DISCIPLINE POLICIES

The Brookhaven School District Board of Trustees has allowed each school to adopt an Assertive Discipline Plan to meet the needs of the individual school and its students. The following discipline policies are Board policies and apply district wide.

WEAPONS

The Brookhaven School District operates in compliance with the Gun-Free School Act, title VIII of the Elementary and Secondary Education Act of 1965, and the applicable Mississippi law. These regulations are set forth in Brookhaven School District Board Policies JCBC, JCBF/KP, JCBH, JDD, JDE, and JDF. The requirements of these policies are substantially as follows:

I. Prohibitions

The Brookhaven School District prohibits the possession of firearms or any other weapon on school property. No student, employee, or visitor may possess or carry any weapon on or about school property or within a vehicle brought upon school property except as specifically outlined in Section VI.

Definitions

- A. A firearm means:
Any type of weapon, including a starter gun which will or is designed to be or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; any destructive device, including any explosive, incinerator, frozen gas, bomb, grenade, rocket, missile, mine, or other similar device, and any type of weapon; and any combination of parts either designed or intended for the use in converting any device into a destructive device described above and from which a destructive device may be readily assembled or as otherwise defined by federal law.

- B. A weapon means:
 - 1. Any gun, rifle, pistol, or other firearm of any kind, any dynamite cartridge, bomb, grenade, mine, or powerful explosive.
 - 2. BB gun, air rifle, air pistol, Bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for shaving purposes), and sharp-pointed or edged instrument (except instructional supplies, unaltered nail files and clips, and tools used solely for preparation of food, instruction, and maintenance on educational property).
 - 3. Any pocketknife or other knife or any instrument having the effect or appearance of a weapon (including utensils, imitation firearms, or knives).

- C. School property:
School property includes any school building, bus, campus, grounds, recreational area, athletic field, or other property owned, used, or operated by the District.

Disciplinary Action

The penalty for bringing a weapon on school property shall be expulsion from the school program and all of its activities for a minimum period of one calendar year.

Any student who is charged with bringing a weapon on school property shall be automatically suspended for ten days and recommended for expulsion for a minimum period of one calendar year by the principal. The suspension shall take effect immediately following the provision of initial due process and pending the conclusion of due process on the recommendation of expulsion, all in accordance with Policies JDD, JDE and all others subsequently adopted by the Board.

The Superintendent who receives a recommendation for expulsion may determine, based upon the particular circumstances of a given case, that other disciplinary action or alternative placement is appropriate and may make such recommendation to the Board.

Readmission

A student who is expelled for bringing a firearm or other weapon on school property must apply to the Board for readmission to the regular school program. Readmission may be granted by the Board upon a document showing that the student has participated in successful rehabilitation efforts, including, but not limited to, progress in the alternative school or similar program.

Reporting Violations

Violations of the firearms and weapons policy shall be reported in accordance with Brookhaven School District Policy JCBF/KP and KCBF-P/KP-P and applicable federal and state laws.

ZERO TOLERANCE

The Brookhaven School District will call for a mandatory recommendation for expulsion from school for those students who commit any of the following acts, unless the recommendation is considered inappropriate for the circumstances of the act:

1. Violation of the District's weapons policy
2. Violations of the following misconduct of the Board's severe disruptions policy which include:
 - ◆ Fighting
 - ◆ Harassment, intimidation, or threats of violence against any student or any school personnel
 - ◆ Possession, personal use or being under the influence of alcohol
 - ◆ Possession, personal use or being under the influence of marijuana, illegal drugs, or any controlled substances, as defined by Mississippi State Law, not prescribed to the student
 - ◆ Attempting to sell or selling alcohol, marijuana, illegal drugs, over-the-counter medications, prescription drugs, tobacco products, tobacco or drug paraphernalia or any substance having the effect or appearance of a prohibited substance
3. Any offense punishable by the laws of the State of Mississippi that pertain to crimes against persons. (Mississippi Code Section 97-3-1 through 97-3-117); or
4. Violation of Mississippi code Section 97-37-21 which prohibits reporting that a bomb or other explosive has been, or is to be, placed or secreted in any public or private place, knowing that such report is false.

Upon recommendation for expulsion, the School Board will conduct a due process hearing as provided by District Board Policy.

STUDENT TITLE IX PROTECTION

Students in the Brookhaven School District are protected from sexual discrimination, including sexual harassment, by Title IX of the Education Amendment of 1972 to the Civil Rights Act. It is the intent of the Board to maintain an environment free from sexual harassment of any kind. Therefore, unwelcomed sexual advances, request for sexual favors and other verbal or physical conduct of a sexual nature amounting to or constituting harassment are prohibited by law and should be reported as provided by board policy.

STUDENT CONDUCT/SEVERE DISRUPTIONS

Any misbehavior, misconduct or violation of any school rule or regulation will be dealt with using appropriate punishment. Certain types of misconduct may be considered as "cause" for disciplinary action including suspension or expulsion as outlined in the Assertive Discipline Plan or Board policies and they apply if the act is committed on school property, at a school activity or function, on a school trip, or at a period of time that the student is under the control or responsibility of the school.

- A. Any offense otherwise punishable by law and against the law of the State of Mississippi
- B. Fighting
- C. Harassment, intimidation or threats or violence against any student or any school personnel
- D. Disruption of normal school functions or operations, programs, or activities
- E. Disobedience to school personnel, including refusal to accept or follow instructions, disciplinary measures or counseling
- F. Disrespect to students or school personnel
- G. Profanity, insulting language, obscene language or gestures directed toward students or school personnel
- H. Unauthorized entry on school premises
- I. Unauthorized use of school property
- J. Vandalism, malicious mischief, damage to buildings, fixtures or personal property, including public and private property
- K. Possession, personal use or being under the influence of alcohol
- L. Possession, personal use or being under the influence of marijuana, illegal drugs, or any controlled substances, as defined by Mississippi State Law, not prescribed to the student or any substance having the effect or appear of such substance or held out by the student to be such substance
- M. Possession or use of any tobacco product or paraphernalia
- N. Attempting to sell or selling alcohol, marijuana, illegal drugs, over-the-counter medications, prescription drugs, tobacco products, tobacco or drug paraphernalia or any substance having the effect or appearance of a prohibited substance proclaimed or professed by a student to be such substance
- O. Gambling of any nature or possession of gambling paraphernalia
- P. Truancy or cutting class
- Q. Leaving school or leaving class without permission
- R. Cheating
- S. Public display of affection or sexual activity, including such activity in cars parked in the vicinity of school property
- T. Use or possession of pornographic materials, stolen property, noise making devices, beepers or pagers, cellular phones, fireworks, other disruptive materials or look-alikes of such items
- U. Gang activity
- V. The privilege of obtaining a free and appropriate education is fundamental; however, along with this privilege come certain responsibilities. One of these responsibilities is to respect the right to learn and to not disrupt the learning environment of the school. A student who repeatedly disregards the rights of others, violates school rules and/or repeatedly disrupts the learning environment will have to appear in a hearing before the School Board to face possible expulsion from school. Every effort, such as referral to a counselor, contacting parents, suspension, etc., will be made by school officials to avoid this School Board hearing; however, it should also be noted that the Board of Trustees has indicated through their policies that a continued pattern of disruptive behavior will not be permitted.

DISCIPLINE PLAN

PREAMBLE: As provided by Senate Bill 2239 Regular Session 2001 entitled The Mississippi School Safety Act of 2001 and after conferring with the appropriate parties the Trustees of the Brookhaven School District hereby establish and adopt this student **DISCIPLINE PLAN**.

I. **DISSEMINATION OF THIS POLICY**

- A. For the school year 2011-2012 this policy shall be distributed to each student enrolled in the District and the parents, guardians or custodians of such student shall sign a statement verifying that they have received notice of this policy. Further, a copy of this policy shall be distributed to all certificated staff and made readily available in the office of the principal for the general public.
- B. From and after the school year 2001-2002 this policy shall be incorporated within the student handbook that is distributed to each student, and the parents, guardians or custodians of such student shall sign a statement verifying that they have been given the student handbook. Further, the policy shall be distributed to all certificated employees and made readily available in the office of the principal for the general public.

II. **ADMINISTRATION OF DISCIPLINE**

- A. The Brookhaven School District Trustees has allowed each school in the District to adopt an assertive discipline plan to meet the needs of the individual school and its students. Those rights, privileges, requirements and prohibitions of each plan, when not in conflict with these policies, shall govern student behavior to the extent they are applicable.
- B. **CORPORAL PUNISHMENT** - Corporal punishment as a matter of policy may be administered in the District as a disciplinary measure provided by Board Policy JDA.
- C. **CLASSROOM MANAGEMENT** - The teacher is the authority in the classroom and, as such, is charged with classroom management as provided by the School Safety Act 2001. The act, along with policy JDACM, sets forth those rights, duties and responsibilities.
- D. **SUSPENSION** - When unacceptable behavior cannot be corrected by the resources of the teacher or the school administration, the District's student suspension policy, designated as JDD, shall apply.
- E. **EXPULSIONS** - The right to a free appropriate education is a fundamental right; however, under certain circumstances the Brookhaven School District Board of Trustees has outlined policies and procedures for expulsion from the District that are governed by policy JDE.
- F. **ALTERNATIVE SCHOOL PROGRAM** - An alternative school program has been implemented by the Brookhaven School District Board of Trustees as set forth in policy JDAB.
- G. **DUE PROCESS** - The policies and provisions pertaining to students' rights and due process regarding disciplinary matters is set forth in policy JDF.
- H. **PARENTAL RESPONSIBILITY** -- Parents, legal guardians and custodians of each child shall be responsible financially for the student's destructive acts against school property or persons as provided by Miss. Code Ann. Sec. 37-11-53 and 37-11-19 and District policy JDAP.

This policy shall be effective from and after the date of its adoption by the Brookhaven School District Board of Trustees and any prior policy in conflict with any portion herein shall stand appealed.

CLASSROOM MANAGEMENT

The teacher is the authority in the classroom and, as such, is charged with classroom management. The administration will continue to support the teacher in decisions made in compliance with the written discipline code of conduct, school policies and procedures.

1. Teachers continue to have the authority to remove students from their classrooms under existing policies and statutes for certain behaviors and/or actions, and such behavior would not necessarily constitute disruptive behavior as defined in the School Safety Act of 2001 (“Act”). In accordance with the Act and the Attorney General opinion, dated June 25, 2001, this District designates the principal and/or assistant principal of each school to make the determination as to whether a student’s behavior seriously interferes with the school environment. Every removal from the classroom does not constitute an instance of “disruptive behavior” as defined by the Act.
2. 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 a classroom, with a student’s ability to learn, or with the operation of a school or a 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.
3. 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 (2) occasions during a school year, and to disruptive behavior that was initiated, willful and overt on the part of the student and which required the attention of school personnel to deal with the disruption.
4. Should a student be removed from the classroom by a teacher because a teacher, in his or her professional judgment, has determined that the student is disrupting the learning environment under this Act, the teacher should describe the student’s behavior in the information provided to the principal or assistant principal. If the principal or assistant principal disagrees with the teacher’s decision to remove the student, the principal may return the student to the classroom. The teacher may request that the principal or assistant principal provide justification for returning the student to the classroom. A student does not have to be engaged in disruptive behavior as defined by Mississippi Code Ann. Sec. 37-11-54 (or the Act) to be removed from the classroom. A student may be removed from the classroom for other qualifying behavior under the school district’s discipline plan or code of conduct.

5. Should the principal or assistant principal determine that the student's conduct does rise to the level of a "disruptive behavior" required in the Act or in accordance with existing procedures addressing the removal of the student from class, the parent/guardian will be contacted and a conference held with the parent/guardian by the most effective and/or efficient means available, including but not limited to, telephone, e-mail, written notice via mail or delivery. After the conference and application of the appropriate discipline under the school discipline plan, the student may return to class.
6. After the second incident of disruptive behavior as determined by the principal or assistant principal, the student's parent or guardian and the reporting teacher or teachers shall develop a behavior modification plan. The conference to develop the plan may be held in person or via telephone. If the parent/guardian does not respond or refuses to participate, the teacher(s) and the principal or assistant principal shall prepare the plan and mail a copy to the parent/guardian.
7. Once the determination has been made by the principal or assistant principal that the student has not complied with the behavior modification plan, the principal or assistant principal shall follow the procedure for disciplining the student according to the student code of conduct and discipline plan, which may include expulsion to the alternative school for applicable offenses. The Act limits the expulsion remedy to students age 13 and above. However, under Board policy and other discipline procedures, expulsion may also apply to students under age 13.
8. If a student under age 13 has two instance of behavior that the principal or assistant principal classifies as "disruptive behavior", the District will appoint trained personnel to evaluate the child's behavior through an appropriate behavioral assessment. The assessment will not be one such that it is in conflict with federal laws requiring parental notification of certain types of evaluations.
9. Any discipline, including expulsion, for "habitually disruptive" behavior under the Act, must follow existing procedures to ensure that the student is afforded his/her due process protections (Section 37-11-55(b)).

PARENTAL RESPONSIBILITIES

Parents, legal guardians and custodians have certain responsibilities to their child and the District. In addition to any statutory responsibilities or obligations imposed by other policies of the District, the following are incorporated into the districts discipline plan:

- A. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district shall be responsible financially for his or her minor child's destructive acts against property or persons;
- B. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district may be requested to appear at school by the school attendance officer or an appropriate school official for a conference regarding acts of the child specified in paragraph (A) of this subsection, or for any other discipline conference regarding the acts of the child;
- C. Any parent, guardian or custodian of a compulsory-school-age child enrolled in a school district who refuses or willfully fails to attend such discipline conference specified in paragraph (B) of this section may be summoned by proper notification by the Superintendent of schools or the school attendance officer and be required to attend such discipline conference; and
- D. A parent, guardian or custodian of a compulsory-school age child enrolled in a public school district shall be responsible for any criminal fines brought against such student for unlawful activity as defined in Section 37-11-29 occurring on school grounds.
- E. Any parent, guardian or custodian of a school age child who (a) fails to attend a discipline conference to which such parent, guardian or custodian has been summoned under the provisions of this section, or (b) refuses or willfully fails to perform any other duties imposed upon him or her under the provisions of this section, shall be guilty of a misdemeanor and, upon conviction, shall be fined not to exceed Two Hundred Fifty Dollars (\$250.00).
- F. Any public school district shall be entitled to recover damages in amount not to exceed Twenty Thousand Dollars (\$20,000), plus necessary court costs, from the parents of any minor under the age of eighteen (18) years and over the age of six (6) years, who maliciously and willfully damages or destroys property belonging to such school district. However, this section shall not apply to parents whose parental control of such child has been removed by court order or decree. The action authorized in this section shall be in addition to all other actions which the school district is entitled to maintain, and nothing in this section shall preclude recovery in a greater amount from the minor, or from a person, including the parents, for damages to which such minor or other person would otherwise be liable.

STUDENT DRESS CODE (Grades K – 6)

All students are expected to observe certain minimal standards of hygiene, sanitation, and personal appearance. This code is based upon three precepts – good health and safety, morality, and consistency with the instructional process. Any violation of this code will be subject to appropriate disciplinary action.

All Students:

- A. **BOY’S PANTS MUST BE WORN OVER THE HIPS WITH SHIRTS TUCKED IN AND A BELT.**
- B. Hair shall be groomed so as not to extend to the eyebrows and cover or obscure the eyes or any part thereof.
- C. Hair shall not be groomed in class.
- D. Hair shall be free from obnoxious odors, maintained clean in quality and neat in appearance.
- E. Hair shall not be in pin curls or rollers.
- F. No shower shoes or bedroom slippers may be worn.
- G. Shoes made for laces must contain laces and be laced up and tied.
- H. Undershirts, tank tops, muscle or body shirts shall not be worn as outside clothing. Sleeveless shirts may be worn if purchased as a manufactured sleeveless shirt (not altered).
- I. Students may not wear any type of hooded sweatshirt on their heads while on campus.
- J. No clothing may be worn with vulgar words, tobacco, gang signs, or alcohol advertisements, or any inappropriate slogan/picture on them.
- K. Shirts shall be buttoned or zipped unless proper attire worn under shirt for layered effect (no undershirts).
- L. Hip-huggers, halter dresses, sun dresses, biker shorts, cut offs, clothing with holes, or any style of clothing tending toward immodesty in dress is prohibited.
- M. Low riders pants are prohibited. All pants must be worn at the waist.
- N. Midriffs shall not be exposed.
- O. No sunglasses will be worn inside the building.
- P. Cleanliness of both dress and body is mandatory.
- Q. Extremes of any kind will not be considered appropriate.
- R. Caps may not be worn to school or on campus.

STUDENT DRESS CODE (Grades 7 -- 8)

All students are expected to observe certain minimal standards of hygiene, sanitation, and personal appearance. This code is based upon three precepts – good health and safety, morality, and consistency with the instructional process. Any violation of this code will be subject to appropriate disciplinary action.

Grades 7 –8

- A. BOY’S PANTS MUST BE WORN OVER THE HIPS WITH SHIRTS TUCKED IN AND A BELT.**
- B.** Students may not wear any type of hooded sweatshirt on their heads while on campus.
- C.** Hair shall not be groomed in class.
- D.** Hair shall be free from obnoxious odors, maintained clean in quality and neat in appearance.
- E.** Hair shall not be in pin curls or rollers.
- F.** No shower shoes or house shoes.
- G.** All shirts/tops must have a sleeve. This includes dress and skirt tops also.
- H.** No clothing may be worn with vulgar words, tobacco, gang signs, or alcohol advertisements, or any inappropriate slogans or pictures.
- I.** Biker shorts, cutoffs, clothing with holes, or any style of clothing tending toward immodesty is prohibited.
- J.** Sunglasses, all head covers (caps, hats, etc.), and trench coats are prohibited on campus.
- K.** Pants designed to be worn on the waist must be done so. No sagging pants.
- L.** Midriffs shall not be exposed.
- M.** Wind pants that may be seen through are prohibited.
- N.** Tights are not to be worn as outer clothing even if covered by a long top.
- O.** Cleanliness of both dress and body is mandatory.
- P.** Dresses, skirts, and shorts must be at least to the tip of the longest finger in length.
- Q.** Extremes of any type will be considered inappropriate.

STUDENT DRESS CODE (Grades 9 – 12)

- A. BOY’S PANTS MUST BE WORN OVER THE HIPS WITH SHIRTS TUCKED IN AND A BELT.**
- B.** Students may not wear any type of hooded sweatshirt on their heads while on campus.
- C.** Hair shall not be groomed in class.
Hair shall be free from obnoxious odors, maintained clean in quality and neat in appearance.
- D.** Hair shall not be in pin curls or rollers.
- E.** No shower shoes or house shoes.
- F.** All shirts/tops must have a sleeve. This includes dress and skirt tops also.
- G.** No clothing may be worn with vulgar words, tobacco, gang signs, or alcohol advertisements, or any inappropriate slogans or pictures.
- H.** Biker shorts, cutoffs, clothing with holes, or any style of clothing tending toward immodesty is prohibited.
- I.** Sunglasses, all head covers (caps, hats, etc.), and trench coats are prohibited on campus.
- J.** Midriffs shall not be exposed.
- K.** Wind pants that may be seen through are prohibited.
- L.** Tights are not to be worn as outer clothing even if covered by a long top.
- M.** Piercing must be confined to the ears.
- N.** Cleanliness of both dress and body is mandatory
- O.** Dresses, skirts, and shorts must be at least to the tip of the longest finger in length.
- P.** Extremes of any type will be considered inappropriate.

SCHOOL BUS CONDUCT

It is the desire of the Board of Education that the buses operated by the District be operated in such a manner that will allow for the safe transportation of students to and from schools. We consider the bus to be a part of the school and; therefore, all School Board Policies shall be enforced while pupils are being transported. Because of the inherent danger involved in transporting students the Superintendent or Principal, or their designees, are authorized to institute appropriate disciplinary action for disorderly conduct or misconduct including but not limited to, the following:

Pupils Shall Not:

1. Play on road while waiting for the bus.
2. Put head or hands outside of windows.
3. Ride outside of bus.
4. Mar or deface bus.
5. Use/possess tobacco or intoxicants.
6. Fight.
7. Tussle or push.
8. Strike or threaten bus driver.
9. Use profane language or make vulgar gestures.
10. Carry deadly weapons.
11. Make excessive noise.
12. Throw objects.
13. Eat or drink on bus (including chewing gum).
14. Commit any other act of improper conduct that is covered by the Board Policies of the Brookhaven School District.

Fighting on a school bus will result in automatic three-day suspension or longer. The bus driver has the authority to assign seats for students riding the bus. No objects that will obstruct the vision of the driver will be allowed on buses (balloons, etc.). Children should get off at the same stop that they boarded in the morning, unless prior approved permission is granted. To ride a different bus than the one they normally ride, a note must be brought to the principal on the morning of the occasion, to be verified by the principal. If a child is suspended three (3) times from the bus, on the 4th time the child loses riding privileges for the remainder of the semester. If a child is suspended from one bus, he/she cannot ride another bus. A suspension from the school is a suspension from all activities, including buses. If a child's behavior results in a discipline form being turned in on a child the principal or designee will determine the necessary steps to remedy the situation. Notification to the parents will be sent home with the student.

ALL STUDENTS WHO ARE ENROLLED AT MULLINS ALTERNATIVE WILL RIDE THE BUS.

DISCIPLINARY ACTIONS AVAILABLE AT FANNIE L. MULLINS ALTERNATIVE EDUCATION PROGRAM

IN SCHOOL DETENTION

A minimum of one (1) day and maximum of ten (10) days may be assigned, based on severity of the offense committee.

IN SCHOOL SUPENSION

A minimum of one (1) day and a maximum of ten (10) days may be assigned. Assignment will be based on the severity of the offense committed, and the student's step on the discipline ladder

OUT-OF-SCHOOL SUPENSION

A minimum of one (1) day and a maximum of ten (10) days may be assigned. Assignment will be based on the severity of the offense committed, and the student's step on the discipline ladder.

YOUTH COURT SYSTEM

When applicable, students will be referred to the youth court for disciplinary measures that necessitate judicial decisions pertaining of particular measures to be litigated through the youth court system.

EXPULSION

Expulsion is a last resort...or is the result of a very serious violation. The principal of Fannie L. Mullins Alternative Education Program will recommend expulsion to the superintendent. A school board hearing is held to make a final decision.

STUDENT TITLE IX PROTECTION

Students in the Brookhaven School District are protected from sexual discrimination, including sexual harassment, by Title IX of the Education Amendment of 1972 to the Civil Rights Act. It is the intent of the Board to maintain an environment free from sexual harassment of any kind. Therefore, unwelcome sexual advances, request for sexual favors and other verbal or physical conduct of a sexual nature amounting to or constituting harassment are prohibited by law and should be reported as provided by board policy.

REPORTING OF UNLAWFUL OR VIOLENT ACTS

As required by state law certain unlawful acts will be reported by the principal to local law enforcement authorities as more particularly set forth in Board Policy JCBF-KP.

SCHOOL SEARCHES

The Fourth Amendment to the United States Constitution and Article 3, Section 23 of the Mississippi Constitution provides all people with the right to be secure in their persons, houses, papers, and effects against unreasonable searches. However, circumstances will arise where searches of student's persons, possessions, lockers, desks and vehicles will be necessary. Administrators have the authority and obligation to exercise discretion in the implementation of this policy, balancing the District's responsibility to maintain discipline, order, and a safe environment conducive to education with the students' legitimate expectations of privacy. Searches are permitted under the guidelines and procedures of Board Policy JCBG.

CORPORAL PUNISHMENT

As a matter of policy, reasonable corporal punishment of a student is permitted in grades K—8 as a disciplinary measure in order to preserve an effective educational environment. Corporal punishment is permitted only by an administrator under the guidelines and procedures of Board Policy JDA, which also specifies the presence of a witness and a maximum of 3 strokes.

CURRICULUM

Each child entering the alternative education program will have a Plan of Improvement for each class taken. *His/her plan will include a rigorous workload with minimal none he/she instructional time.*

Assignments from the student's home school will allow the student to keep up with work missed in the regular classroom. This should allow the student to re-enter the home school without significant academic problems. The textbooks needed by the student will be sent by the home school to the alternative education program. All assignments must be submitted to the alternative education program by noon each Friday for the following week.

ELECTRONIC DEVICES

There shall be **NO** cell phones, beepers, camera devices or any other electronic devices on the campus of Mullins Alternative School.

The principal, campus liaison enforcement, and teaching staff will be available for any emergencies. Failure to abide by this rule will lead to the following disciplinary actions:

First offense: The cell phone or other device will be confiscated and returned to the student's parent with two (2) extra days will be added to the student's stay at the alternative school. A parent-student conference will be held; and the student's Plan of Improvement (IIP) will be revised.

Second offense: The cell phone or other device will be confiscated and returned to the student's parent upon their exit from the alternative school. Five (5) extra days will be added to the student's stay at the alternative school. A parent-student conference will held; and the student's Plan of Improvement (IIP) will be revised.

Third offense: The cell phone or other device will be confiscated and returned to the student's parent upon their exit from the alternative school. A parent-student conference will held; and the student could receive an additional ten (10) days added to stay or expelled from the Alternative School.

HOMEWORK

Home study and other assignments to be accomplished at home will be given according to student needs as determined by the teacher. All home assignments will be an outgrowth of objectives being studied in the classroom. All homework will be checked--not graded. Although we strongly recommend that parents aid pupils with their home assignments, we do not intend for these to be parent assignments.

PARENT/TEACHER CONFERENCES

One of the best ways to learn about your child's progress is by talking with the teachers. We encourage all parents to make time in their schedules for talks with the teachers who work with your children. A conference early in the year enlightens you on your child's academic progress. **Do not wait until problems develop.** Plan to get to know your child's teacher as soon as possible. You may call the school office to schedule this conference (601) 833-7472. .

THE GRADING SYSTEM/GRADING POLICY

Grades are based upon pupil performance of BASIC (Brookhaven Accountability System for Instructional Curriculum) objectives. A record of all numerical grades shall be maintained in order to determine the term grades and the final grades. The numerical grade will be rounded to the nearest whole number on the report card. The final grade will be determined by averaging the numerical values of the term grades. The following numerical values shall be used in determining letter grades:

A - 90 - 100 4.0

B - 80-89 3.0

C - 70-79 2.0

D - 65-69 1.0

F - Below 64.....Failure

NOTE: The *lowest passing grade is 64.*

Grades and Excessive Absences – should a student have too many absences to get credit in a class, a grade of 59 will be recorded (for excused absences only).

REPORT CARDS

Reports of students' accomplishments will be sent home to parents by the student four times during the school year. All students will receive their report cards on the same day. Should a student fail to bring the report card home on time, parents are asked to contact principal immediately so that the student may be furnished a duplicate report card. The parent/guardian is asked to check the report card carefully if there are failing grades, a conference will be held with the student, parent, and teacher. If the report card shows that the student was absent or tardy more times than the parent/guardian knew, this observation will be examined thoroughly, and steps for improving attendance will be implemented in the student's Plan of Improvement.

PROGRESS REPORTS

Progress reports are sent to parents via the student near the middle of each nine-week grading period (see district calendar in this handbook). Our objective in sending these reports is to keep the parents informed of the quality of the student's work. If there is a question about a progress report, please call (601) 833-7472 to arrange a conference with the teacher.

ATTENDANCE/RECORDS

Students will be enrolled at the home school, and attendance records will be kept by the alternative school teachers and forwarded to the home school for completion of daily student attendance reports by 10:00 AM.

We recognize the need for regular and punctual attendance, and we urge all students to be present every school day. The following rules apply to absences:

1. All parents/guardian must call the school prior to 9:00 A.M. to inform school officials that their child will be absent.
2. Attendance is checked daily and submitted to the home school by 10:00 am.
3. If no call is received, the attendance officer will be notified of the student's absence. School officials will then attempt to contact the parent/guardian of the student and will record an

unexcused absence for the student.

4. A student who is absent must assume the responsibility of completing missed assignments.
5. A teacher-parent conference will be required for re-admission to school by students who miss three (3) days. One day will be added to the length of stay for each day of non-attendance.
6. All students are required to be at school and in class on time. In the event you are detained, an admission slip by the detaining teacher or the office is needed.
7. All students are to remain on campus the entire day, except when given permission to be away from campus.
8. No student is to be absent from scheduled classes or activities at any time without the permission of the principal beforehand.
9. All permits to leave the building and campus are to be issued by the principal.
10. Every effort will be made to notify parents after each absence. If students miss two days without parental notification to the principal, a parent-teacher conference MUST BE held prior to the student returning to his assigned classes.
11. The appeals process for all the above is as follows:
 - appeal to the principal (first)
 - appeal to the superintendent (second)
 - a scheduled appearance before the school board (third)
12. Students absent from school for 20 consecutive days will be dropped from the school register.

Leaving Campus

A student is considered to be in attendance at the Alternative School immediately upon entering the school's campus. Students are to report to the cafeteria upon entering the campus.

No student, whether transported on public or private conveyances, may leave the school campus without first obtaining written permission from the school officials and must be accompanied by parent, guardian or designated other. Failure to comply with the above policy will result in disciplinary action.

Checking In/Checking Out of School

Students enrolled in the Alternative Education Program are to be checked in and out by the parent, guardian or other designated adult. Identification of the individual checking the student in or out will be required, therefore only adults will be listed on a student's check in/check-out form. Other students enrolled in the Brookhaven School District will not be permitted to check students in or out. No individual under twenty-one years of age will be permitted to check students in or out.

1. No student shall leave school without permission from the school official and must be accompanied by a parent, guardian or designated other.
2. Students will be allowed to check out of school for personal illness, or an emergency. Students must secure written permission from school officials and be signed out by the

student's parent, guardian or designated other before they will be allowed to leave school. No student will be allowed to leave with anyone other than his parent, guardian or designated other.

3. Upon returning to school the next day the parent, guardian, or designated other must accompany the student to the office to sign in the student. The student will not be allowed to sign in without the parent, guardian or designated other.

4. Students will be assigned one hour additional time in the alternative school sign in late or checking out prior to the end of the school day.

Tardies Students checking in after 9:15 A.M. must be checked in by parent, guardian or designated other. All students who check in late will be considered tardy. Three (3) tardies will constitute an extra day in the Alternative School. Students who are tardy will be permitted to ride the bus in the afternoon.

EARLY ARRIVAL AT SCHOOL

Students should not arrive on campus prior to 8:45 A. M. Students are to report to the cafeteria to assemble with their first period teacher. All classes will begin promptly at 9:00 A. M.

USE OF OFFICE TELEPHONE

The Alternative School telephone number is (601) 833-7472. Students will not be permitted to use the office telephone except for emergency situations. All calls regarding students concerns will be made by the principal or his/her designee.

TEXTBOOKS

Brookhaven School District provides textbooks free of charge to students. It is the duty of each student to care for the textbooks to the best of his/her ability. Students who lose or damage textbooks are required to pay for them. Students should take pride in the upkeep of their textbooks. Teachers are instructed to assess fines for amounts up to the current value of a book when it is obvious that the student has damaged or defaced the book.

The following is an example of one district's fines and damage replacement schedule. The example is given to aid in the development of your district policy.

Damage	Fine
Writing/drawing/scribbling in book	\$1.00 per page
Excess wear/damage but still usable	10% of cost of the book
Cover of book damaged	25% of cost of the book
Spine damaged	25% of cost of the book
Water damaged but still usable	25% of cost of the book
Water damaged, not usable	Cost of the book
Pages missing, not usable	Cost of the book
Obscene writing or drawing on or in the book	Cost of the book
Non-returned book	Cost of the book

AUTOMOBILES

Students enrolled in the Alternative Program will not be permitted to drive cars to and from school.

RECESS

Students enrolled in the Alternative Education Program will not have a recess or snack time.

CLASSROOM RULES

Classroom rules and severe disruptions will follow the same format as listed in the student's school handbook; however, the consequences will be different.

BOOK BAGS

Students enrolled in the Alternative Education Program are encouraged not to bring book bags on the school bus or campus.

CAFETERIA

The cafeteria is operated in cooperation with the state and federal food service program. Students will be under the same pricing structure at the Alternative School that they are under at their home school. Students will not be allowed to charge meals. The meals served each day will be well balanced and nutritious. Each student will receive a plate lunch and a carton of milk. Students are required to return their trays and dishes to the proper place. No food may be taken from the dining areas. No "fast food" (McDonalds's, Wendy's or soft drinks, etc.) may be brought into the cafeteria. The school does not accept deliveries of food (pizza, etc.) during normal school hours. Parents are asked not to bring lunches to students.

Students will go to the cafeteria with their teacher. All classes will have assigned seating areas. Classes will not mix during dining time. Students will return to class in a quiet and orderly manner with their assigned teacher.

RULES:

- Follow the directions of staff and cafeteria personnel.
- Talk softly (with individuals at your table ONLY).
- Keep hands, feet, etc., to yourself.
- Throw nothing in the cafeteria – food, paper, etc.
- Be courteous to adults and fellow students while assembled in the cafeteria.
- No fighting, pushing, shoveling, scuffling, or arguing.
- No name calling (AT ANY TIME).
- Clean your table upon exit – no napkins, cartons, etc., can be left on table.

GIFTS AT SCHOOL

No gifts, floral or balloon arrangements will be accepted at school.

COUNSELING

COUNSELING will be provided by the counselor from the referring school. The alternative principal will schedule appropriate times for counseling with the referring school counselor.

EXTRA CURRICULAR ACTIVITIES

Students in the Alternative School may not participate in or attend any other school activities while enrolled in the Alternative School (*no football, softball, and baseball, or basketball games, track*). Failure to comply with this policy will result in disciplinary action or lengthen the number of days assigned to the Alternative School.

ADMINISTERING MEDICATION

For a student to be administered any type medicine during the school day, the parent must complete the district approved administering medication form. *The medicine itself must be clearly labeled; and the parent must bring it to the office.*

MEDICATION / MEDICINE

In order to protect the safety of your child, the Brookhaven School District requires that all students who need medication during school hours must do the following:

1. For prescription medicines:
 - A. The "Administering Medicine to Students" form must be completed and signed by the physician, and by the parent/guardian, and then brought to the school office.
 - B. The medicine is to be in the original prescription bottle, properly labeled for the student by a registered pharmacist as prescribed by the physician. (Note: Check with your pharmacist for a duplicate bottle in order to keep one at home.)
 - C. The medicine is to be brought to the school office by an adult, not sent with the student.

2. For over-the-counter (non-prescription) medicines:
 - A. The "Administering Medicine to Students" form must be completed and signed by the parent/guardian, and then brought to the school office.
 - B. Non-prescription medicine must also be in the original container and labeled with the student's name.
 - C. The medicine is to be brought to the school office by an adult, not sent with the student.

For additional information, please check with the school office.

ILLNESS OR OTHER EMERGENCIES

It is extremely important for the school to be able to contact parents or some other member of the family in the event of illness or an accident. *Parents should provide the school office with correct, up-to-date telephone numbers.*

SOLICITING

Students enrolled in the Alternative Education Program are prohibited from selling any type of items on the school campus.

VISITORS

We encourage parents and community members to visit our school. However, all visitors must report to the OFFICE before going to any part of the campus.

EMERGENCY CLOSING

Radio stations WKMB, WCHJ, and WMRQ will make announcements beginning at 6:00 A.M. if school will be closed. It is important that parents not try to contact administrative personnel, as the lines will be busy making arrangements for emergency closings. If it becomes necessary to close school early, announcements will be made on the radio. In case of any emergency conditions that will affect the school, parents and students are asked please listen to the radio station for announcements.

EMERGENCY DRILLS

(FIRE, TORNADO) In keeping with school policy, students will be instructed on the method used for emergency drills until all students are familiar with methods of escape, and such drills will be conducted often enough to keep the students well drilled.

An orderly procedure will be followed when severe weather warnings are issued. The entire staff and student body must be prepared to meet this situation. Being prepared is a must; therefore, the following steps should be taken:

TORNADO

- Signal for SEVERE WEATHER will be announced via intercom, telephone or two –way radio.
- Teachers will be responsible for students under their supervision.
- Fannie L. Mullins School is a multi-level facility. Students, faculty and staff will move in an orderly fashion into the hallways and sit on the floor against the walls away from the glass entrance doors.
- At the all clear signal, (via the intercom or two–way radio), students, faculty and staff will return to assigned classrooms and offices.

FIRE

Signal for a FIRE DRILL will be announced via intercom, telephone or two –way radio. Teachers will be responsible for students under their supervision. All students are to move quickly and quietly from the classroom in a single file and exit through the end doors next to the media center. The teacher will make certain that all students have cleared the classroom and restrooms, and he/she will follow his class to the designated area for safety. The all clear signal will be one long ring of the bell.

CARE OF MATERIALS AND SCHOOL FACILITIES

Students are expected to take care of all personal and school materials within the school. Students should not be guilty of carving on desks, tabletops, putting feet on the top of tables, chairs or desks; or vandalizing restrooms. Materials, equipment, instruments, and other properties should not be marred, misused or abused at any time. Monetary damages to school district property will be incurred by the parent of the student causing such damages.

BROOKHAVEN SCHOOL DISTRICT **ATTENDANCE POLICY** **Grades K – 6**

The School Board of the Brookhaven School District recognizes school attendance as an important responsibility of the student and school staff. Many problems arise from students with excessive tardiness and/or absences. Students who attend regularly have fewer discipline problems and a better opportunity to achieve than those who do not. It is the duty of the parent, guardian or custodian to encourage and support each student in school attendance.

EXCUSED ABSENCE

The following constitute a valid excuse for temporary non-attendance in school:

- A. Prior approved authorized school activity.
- B. Illness or injury.
- C. Isolation required by health official.
- D. Death or serious illness of a member of immediate family
- E. Prior approved medical or dental appointment.
- F. Attendance at the proceedings of a court or administrative tribunal if the student is a party to the action or under subpoena as a witness.
- G. Prior approved absence for a religious event.
- H. Prior approved valid educational opportunity.
- I. Other prior approved conditions sufficient to warrant non-attendance.

THE WRITTEN EXCUSE

The student must present a signed written excuse from a parent, guardian or custodian on the day the student returns to school unless permission to be absent was granted by school official before the absence occurred. The written excuse shall contain: the date written, full name of the student, the date(s) the student was absent, the cause of the absence, the signature of parent, guardian or custodian and the phone number where parent, guardian or custodian can be reached.

UNEXCUSED ABSENCE

All absences other than excused absences will be classified unexcused. Days missed from school due to disciplinary suspension are considered unexcused absences. Students will receive a daily grade of "0" in each class each day class work is missed because of unexcused absence. Students will have the opportunity to make up a major test. Students are responsible for making arrangements to make up tests within three (3) days. Students on suspension are required to return to school accompanied by a parent, guardian or custodian before being readmitted.

TARDINESS

Promptness is a virtue that becomes a habit. The School Board encourages the development of this habit. Students are expected to be in class on time each period. A student is tardy for class if the student is not in his/her assigned classroom when the tardy bell rings. If a teacher or administrator detains the student, the student will secure a written note before going to the next class. Tardiness will result in penalties and may require parent-pupil-principal conference.

Parents who transport their children to school are encouraged to have students at school on time. Students who are late must check in through the office. Parents are asked to accompany students to the office if arriving to school late.

MAKE-UP

It is the student's responsibility to make up work due to an absence. All work shall be made for excused absences. Make-up shall begin immediately upon the return of the student to school. The number of days allowed for a student to make up missed work will be equal to the number of days missed. (Example: If a student misses three (3) days he/she will have three (3) days to make up missed work for excused absence.) It is the responsibility of the student, on the first day back to school to arrange with the teachers for the assignment of missed work and completion of missed work in the required number of days. Failure to complete the work in the time period specified will result in a grade of zero "0" for the missed work.

Any student suspended from school will receive a daily grade of "0" in each class each day the class is missed. Major tests may be made up within three (3) days. Any pre-announced work or tests missed due to unexcused absence shall be made up on the day the student returns to school. If the absence is pre-planned, students are encouraged to arrange for make-up work prior to the absence.

ABSENCES AFFECTING LOSS OF ACADEMIC CREDIT

Student's unexcused absence from school for more than ten (10) school days or unexcused absence from the same class period more than ten (10) times in one semester shall be recommended by the principal to the superintendent for a denial of academic credit for the semester. A parent, guardian or custodian shall be notified by registered mail after the fifth (5th) unexcused absence. Extenuating circumstances causing absences in excess of ten (10) school days or ten (10) class periods per semester may be considered by the principal and the superintendent on an individual basis. It shall be the responsibility of the parent, guardian, or custodian to furnish to school officials, no later than the close of business on the third (3rd) school day following the student's return to school, sufficient and satisfactory documentation which supports a claim of extenuating circumstances. In the event the superintendent elects to deny a student academic credit for a semester due to unexcused absences, he/she shall at the time of his/her determination send written notice by registered mail to the student and his/her parent, guardian, or custodian informing them of his/her decision. The student, parent, guardian, or custodian may, within seven (7) calendar days of the date of notice, request a fair and impartial hearing before the School board. Should the student, parent, guardian, or custodian fail to request said hearing within seven (7) calendar days of the date of notice, the decision of the superintendent becomes final and effective. The School Board, upon request for hearing from the

student, parent, guardian, or custodian, shall set the time, place, and date of such hearing and notify the student, parent, guardian, or custodian in writing of same. The date shall be set not later than thirty (30) days from the date of request, unless otherwise agreed. At such hearing, student, parent, guardian, or custodian shall have the right to be present (in person and/or with legal counsel) and participate in the hearing, to cross-examine the witness heard and to offer such witnesses or other evidence in their behalf as they may desire.

ATTENDANCE AND SCHOOL ACTIVITIES

No student can represent the school in any activity or practice on any school day unless he/she has been in attendance in each academic class on the day of such participation. The only exception will be excused absences approved by the principal. Any student absent any part of the school day must have the approval of the principal before the sponsoring teacher will permit the student to participate in a school activity on the day of the absence. If the event is out of town, participants must report to school authorities and will be dismissed from school by school officials.

ATTENDANCE AND ACADEMIC EXEMPTION

Students with perfect attendance and having a “C” average are exempt from final exams. Exemptions will be determined on a class period basis. Students who are exempt may take the final exam to improve their grade. The exam will not lower the student’s average.

ATTENDANCE AND DROP FROM ENROLLMENT

Students absent from school for 20 consecutive days will be dropped from the school register.

BROOKHAVEN SCHOOL DISTRICT **ATTENDANCE POLICY** **Grades 7 -- 8**

The School Board of the Brookhaven School District recognizes school attendance as an important responsibility of the student and school staff. Many problems arise from students with excessive tardiness and/or absences. Students who attend regularly have fewer discipline problems and a better opportunity to achieve than those who do not. It is the duty of the parent, guardian or custodian to encourage and support each student in school attendance.

EXCUSED ABSENCE

The following constitute a valid excuse for temporary non-attendance in school:

- J. Prior approved authorized school activity.
- K. Illness or injury.
- L. Isolation required by health official.
- M. Death or serious illness of a member of immediate family
- N. Prior approved medical or dental appointment.

- O. Attendance at the proceedings of a court or administrative tribunal if the student is a party to the action or under subpoena as a witness.
- P. Prior approved absence for a religious event.
- Q. Prior approved valid educational opportunity.
- R. Other prior approved conditions sufficient to warrant non-attendance.

THE WRITTEN EXCUSE

The student must present a signed written excuse from a parent, guardian or custodian on the day the student returns to school unless permission to be absent was granted by school official before the absence occurred. The written excuse shall contain: the date written, full name of the student, the date(s) the student was absent, the cause of the absence, the signature of parent, guardian or custodian and the phone number where parent, guardian or custodian can be reached.

UNEXCUSED ABSENCE

All absences other than excused absences will be classified unexcused. Days missed from school due to disciplinary suspension are considered unexcused absences. Students will receive a daily grade of “0” in each class each day class work is missed because of unexcused absence. Students will have the opportunity to make up a major test. Students are responsible for making arrangements to make up tests within three (3) days. Students on suspension are required to return to school accompanied by a parent, guardian or custodian before being readmitted.

TARDINESS

Promptness is a virtue that becomes a habit. The School Board encourages the development of this habit. Students are expected to be in class on time each period. A student is tardy for class if the student is not in his/her assigned classroom when the tardy bell rings. If a teacher or administrator detains the student, the student will secure a written note before going to the next class. Tardiness will result in penalties and may require parent-pupil-principal conference.

Parents who transport their children to school are encouraged to have students at school on time. Students who are late must check in through the office. Parents are asked to accompany students to the office if arriving to school late.

MAKE-UP

It is the student’s responsibility to make up work due to an absence. All work shall be made for excused absences. Make-up shall begin immediately upon the return of the student to school. The number of days allowed for a student to make up missed work will be equal to the number of days missed. (Example: If a student misses three (3) days he/she will have three (3) days to make up missed work for excused absence.) It is the responsibility of the student, on the first day back to school to arrange with the teachers for the assignment of missed work and completion of missed work in the required number of days. Failure to complete the work in the time period specified will result in a grade of zero “0” for the missed work.

Any student suspended from school will receive a daily grade of “0” in each class each day the class is missed. Major tests may be made up within three (3) days. Any pre-announced work or tests missed due to unexcused absence shall be made up on the day the student returns to school. If the absence is pre-planned, students are encouraged to arrange for make-up work prior to the absence.

ABSENCES AFFECTING LOSS OF ACADEMIC CREDIT

Student's unexcused absence from school for more than ten (10) school days or unexcused absence from the same class period more than ten (10) times in one semester shall be recommended by the principal to the superintendent for a denial of academic credit for the semester. A parent, guardian or custodian shall be notified by registered mail after the fifth (5th) unexcused absence. Extenuating circumstances causing absences in excess of ten (10) school days or ten (10) class periods per semester may be considered by the principal and the superintendent on an individual basis. It shall be the responsibility of the parent, guardian, or custodian to furnish to school officials, no later than the close of business on the third (3rd) school day following the student's return to school, sufficient and satisfactory documentation which supports a claim of extenuating circumstances. In the event the superintendent elects to deny a student academic credit for a semester due to unexcused absences, he/she shall at the time of his/her determination send written notice by registered mail to the student and his/her parent, guardian, or custodian informing them of his/her decision. The student, parent, guardian, or custodian may, within seven (7) calendar days of the date of notice, request a fair and impartial hearing before the School board. Should the student, parent, guardian, or custodian fail to request said hearing within seven (7) calendar days of the date of notice, the decision of the superintendent becomes final and effective. The School Board, upon request for hearing from the student, parent, guardian, or custodian, shall set the time, place, and date of such hearing and notify the student, parent, guardian, or custodian in writing of same. The date shall be set not later than thirty (30) days from the date of request, unless otherwise agreed. At such hearing, student, parent, guardian, or custodian shall have the right to be present (in person and/or with legal counsel) and participate in the hearing, to cross-examine the witness heard and to offer such witnesses or other evidence in their behalf as they may desire.

ATTENDANCE AND SCHOOL ACTIVITIES

No student can represent the school in any activity or practice on any school day unless he/she has been in attendance in each academic class on the day of such participation. The only exception will be excused absences approved by the principal. Any student absent any part of the school day must have the approval of the principal before the sponsoring teacher will permit the student to participate in a school activity on the day of the absence. If the event is out of town, participants must report to school authorities and will be dismissed from school by school officials.

ATTENDANCE AND DROP FROM ENROLLMENT

1. Attendance is checked daily and submitted to the office.
2. All students are required to be at school and in class on time. In the event you are detained, an admission slip by the detaining teacher or the office is needed.
3. All students are to remain on campus the entire day, except when given permission to be away from campus.
4. No student is to be absent from scheduled classes or activities at any time without the permission of the principal beforehand.
5. All permits to leave the building and campus are to be issued by the principal.

Students absent from school for 20 consecutive days will be dropped from the school register.

BROOKHAVEN SCHOOL DISTRICT
ATTENDANCE POLICY
Grades 9-12

As described in School Board Policy JB, issued July 13, 1999:

1. All absences will count toward the total number allowed.
2. A maximum of ten (10) absences will be allowed per one unit class. Five (5) absences will be allowed for one-half unit courses.
3. Loss of credit will result in classes where the maximum number allowed is exceeded.
4. All work must be made up. If the absence is the result of a suspension or is the result of truancy, major grades may be made up; however, daily grades may not be made up.
5. Seniors will be allowed two (2) absences for college visits. These days will not count toward the number allowed. Requests for college days must be made to the attendance clerk at least five (5) days prior to the day requested.
6. In the case of serious illness, injury, or infirmity requiring five (5) or more days of consecutive absence, a request may be made by the parent or guardian for placement on homebound status. If granted, the absences will not count toward the number allowed. The request must be made during the first five day period missed and must be made to the principal.
7. No student will be allowed to participate in any school activity on the day of an absence. A student must attend at least one-half of the school day in order to be eligible to participate. Special permission to participate may be granted by the principal upon request by the parent.
8. Absences due to school events will not count toward the number allowed. Students may participate in school activities on that day and all grades missed may be made up.
9. Tardiness to class is not acceptable. Three (3) tardies to any class, regardless of the length of time of the tardy will be counted as an absence in that class. Excessive tardiness will result in additional disciplinary action. Note: A tardy of 30 minutes or more is counted as an absence in the class. Failure to report to class at all will be considered truancy.
10. Students arriving late (between 8:00 - 8:05) are to go directly to class. Upon receiving the third tardy, the student receives an absence (see #9) and detention is assigned. After the third tardy, the teacher will write a disciplinary referral.
11. Students arriving after 8:05 a.m. must check in with the main office. A parent or guardian must accompany the student to the office for sign-in. Once again, three (3) of these tardies will mean an additional absence toward the number allowed, and all rules in #10 apply.
12. For students 16 years of age or younger, the youth court system will be involved regarding excessive absences.
13. Students absent from school for 20 consecutive days will be dropped from the school register.
14. Every effort will be made to notify parents after each absence. This will be done by recorded phone message if the system is on line.
15. The appeals process for all of the above is as follows: appeal to the principal first – a written appeal to the superintendent second—and an appearance before the School Board third.

IMMUNIZATIONS

The School Board requires that all students have Certificates of Vaccination issued by the local health department or family physician on forms specified by the Mississippi State Board of Health (blue card). These forms shall be the only acceptable means of showing compliance with these immunization requirements. The Certification of Immunization will be filed with each student's records.

BIRTH CERTIFICATES

All students registering for the first time must submit a Certified Birth Certificate at the time of registration.

RESIDENCY VERIFICATION

As a result of the residency verification procedure adopted by the Mississippi State Board of Education, each parent, legal guardian or custodian with whom the student lives must provide the school administration a verification of residency on the form provided in this handbook. If you already have this form on file you are not required to submit the form annually; however, if you should change your residence, you must at that time submit an updated form.

FAMILY RIGHTS AND PRIVACY

Information which could identify an individual child will be maintained by the Brookhaven School District and will be provided to other agencies only in accord with the Family Educational Rights and Privacy Act (FERPA), the Protection of Pupil Rights Amendment (PPRA), and IDEA.

As a parent, you are guaranteed the right to inspect any such information about your child and to challenge its accuracy. Access to this information is forbidden to any unauthorized person without informed consent. Parents should address requests to review educational records to their school principal. An agency official will provide parents with explanations or interpretations of the educational records being reviewed. The agency may charge a fee for copies of educational records if the fee does not effectively prevent the parents from exercising their right to inspect and review those records.

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

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal [or appropriate official], clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend

the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

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

[NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or eligible student of the records request unless it states in its annual notification that it intends to forward records on request.]

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

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901**

[NOTE: In addition, an institution may want to include its directory information public notice, as required by § 99.37 of the regulations, with its annual notification of rights under FERPA.]

Notificación Modelo sobre Derechos conforme a FERPA para las Escuelas Primarias y Secundarias

La Ley de Derechos Educativos de la Familia y la Confidencialidad (*Family Educational Rights and Privacy Act*), conocida por sus siglas en inglés FERPA, confiere a los padres y los estudiantes mayores de 18 años (denominados “estudiantes aptos”) ciertos derechos con respecto a los expedientes académicos o registros educativos del estudiante. Estos derechos son:

(1) El derecho a inspeccionar y revisar el expediente del estudiante en un plazo de 45 días contado de la fecha de petición de acceso.

El padre o estudiante apto debe presentar al director de Escuela [o el correspondiente funcionario escolar] una petición por escrito que señale el documento o los documentos que desea inspeccionar. El funcionario de escuela se encargará del acceso y de notificar al padre o el estudiante apto respecto a la hora y el lugar donde los documentos se pueden inspeccionar.

(2) El derecho a solicitar una modificación del registro que el padre o el estudiante apto estime inexacto o equívoco.

Un padre o estudiante apto puede pedirle a la escuela que se modifique un registro que él considere inexacto o equívoco. Debe dirigirse por escrito director de la escuela [o al correspondiente funcionario], señalar con claridad la parte del registro que desea que se modifique, y especificar por qué es inexacto o equívoco. Si la escuela determina no modificar el registro en el sentido de la petición presentada por el padre o el estudiante apto, la escuela notificará al padre o el estudiante apto sobre la decisión y le avisará sobre su derecho a una audiencia en relación con la petición de modificación. Se proporcionará información adicional al padre o el estudiante apto sobre el procedimiento de audiencia al ser notificado sobre el derecho a audiencia.

(3) El derecho a dar consentimiento para la divulgación de información susceptible de identificación personal contenida en los expedientes académicos del estudiante, salvo en los casos señalados por FERPA que autorizan la divulgación sin consentimiento.

Una excepción, que permite la divulgación sin consentimiento, se trata de la divulgación a los funcionarios escolares con intereses educativos legítimos. Un funcionario escolar es un empleado de la escuela en calidad de administrador, supervisor, instructor, o personal de apoyo (incluyendo el personal de salud o médico y el personal de la unidad de seguridad o policial); una persona que integre el Consejo Escolar; una persona o compañía con la cual la escuela contrate para desempeñar una función particular (como un abogado, un auditor, un consultor médico, o un terapeuta); o un padre o estudiante que se desempeñe en un comité oficial, tal como un comité de disciplina o de procedimientos conciliatorios de disputas laborales, o que asista a otro funcionario escolar en el ejercicio de sus funciones.

Un funcionario tiene un interés legítimo si el funcionario necesita revisar un registro educativo a fin de cumplir con su responsabilidad profesional.

[Optativo] A petición, la escuela divulgará sin consentimiento registros educativos a los funcionarios de otro distrito escolar en donde el estudiante piensa o pretende matricularse. [NOTA: Según lo dispuesto por FERPA, un distrito escolar tiene la obligación de hacer un intento razonable de notificar al padre o el estudiante apto sobre la petición de expediente a no ser que se señale en su notificación anual que tiene la intención de hacer llegar los expedientes en respuesta a la solicitud.]

(4) El derecho a presentar un reclamo ante el Departamento de Educación de EE.UU. respecto al presunto incumplimiento con los requisitos de FERPA por parte de la Escuela. El nombre y la dirección de la Oficina que administra FERPA son:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

Model Notice for Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that [School District], with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, [School District] may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the [School District] to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.⁽¹⁾

If you do not want [School District] to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by [insert date]. [School District] has designated the following information as directory information: [Note: an LEA may, but does not have to, include all the information listed below.]

- Student's name
- Participation in officially recognized activities and sports
- Address
- Telephone listing
- Weight and height of members of athletic teams
- Electronic mail address
- Photograph
- Degrees, honors, and awards received
- Date and place of birth
- Major field of study
- Dates of attendance

CHILD FIND

The Brookhaven School District is participating in an ongoing statewide effort to identify, locate and evaluate children ages birth through the age of 21 who are physically, mentally, communicatively, and/or emotionally disabled.

Child Find Director is also the Director of Special Services. Child Find implements child identification, location, and evaluation of children ages birth through 21 who are disabled, regardless of the severity of their disabilities, and are in need of special education and related services.

If you know a child who needs special services, please contact the Child Find Coordinator at Brookhaven School District, P. O. Box 540, Brookhaven, MS 39602-0540, or you may call 601-835-1211.

SPECIAL EDUCATION

The Brookhaven School District offers a variety of programs to meet the unique needs of each exceptional student. Special services are available for children between the ages of birth through twenty who are physically, mentally, communicatively and/or emotionally disabled.

For information about the special education department, parents should contact the Director of Special Services. This office is located in the Mullins School at 711 Martin Luther King Drive, Brookhaven, MS 39601; the phone number is 601-835-1211.

BROOKHAVEN SCHOOL DISTRICT 504/ADA COORDINATOR

The Brookhaven School District provides a free appropriate public education to each qualified person with disabilities who is in the District's jurisdiction, regardless of the nature or severity of the person's disability. The provision of regular or special education and related aids and services that are designed to meet the individual educational needs of the persons with disabilities as adequately as the needs of the non-disabled persons are met and that are based upon adherence to procedures that satisfy the requirements of Section 504 or the Vocational Rehabilitation Act of 1973.

To ensure compliance with Section 504 and the Americans with Disabilities Act, the School District has appointed a Section 504/ADA Coordinator.

The School District has adopted grievance procedures that incorporate appropriate due process standards and that provide for the prompt and equitable resolution of complaints. Section 504 and ADA complaints should be addressed in writing to the Section 504/ADA Coordinator.

No qualified person with disabilities, shall, on the basis of disability, be excluded from participation in, be denied the benefits of, nor otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance. In determining the site or location of a facility or classroom, selections will not be made that have the effect of excluding disabled persons. The School District does not discriminate on the basis of disability in admission or access to, or treatment or employment in its programs and activities.

Notice of Non-Discrimination

The Brookhaven School District does not discriminate on the basis of race, color, religion, national origin, sex, age, or disability in the provision of educational programs and services or employment opportunities and benefits.

Deputy Superintendent James V. Tillman has been designated as the district compliance coordinator to handle inquiries and complaints regarding the non-discrimination policies of the above mentioned entities.

This office is located in the Brookhaven School District Central Office 326 E. Court Street, Brookhaven, MS 39601. The phone number is 601-833-6661.

BROOKHAVEN SCHOOL DISTRICT TITLE IX COORDINATOR

The Brookhaven School District does not discriminate on the basis of sex in its admission to or its employment in its education programs or activities.

To ensure compliance with the requirements of Title IX of the Education Amendments of 1972, 20 U.S. C. section 1681 *et. seq.* (Title IX), and its implementing regulations 34 C.F.R. Part 106, the Brookhaven School District has appointed a Title IX Coordinator. At this time the office of Title IX Coordinator and District Athletic Director are filled by the same individual.

The School District has adopted grievance procedures that incorporate appropriate due process standards and that provide for the prompt and equitable resolution of complaints. Title IX complaints should be addressed in writing to the Title IX Coordinator or to the Office of Civil Rights.

**BROOKHAVEN SCHOOL DISTRICT
YEARLY PLANNER
JULY 2011- JUNE-2012**

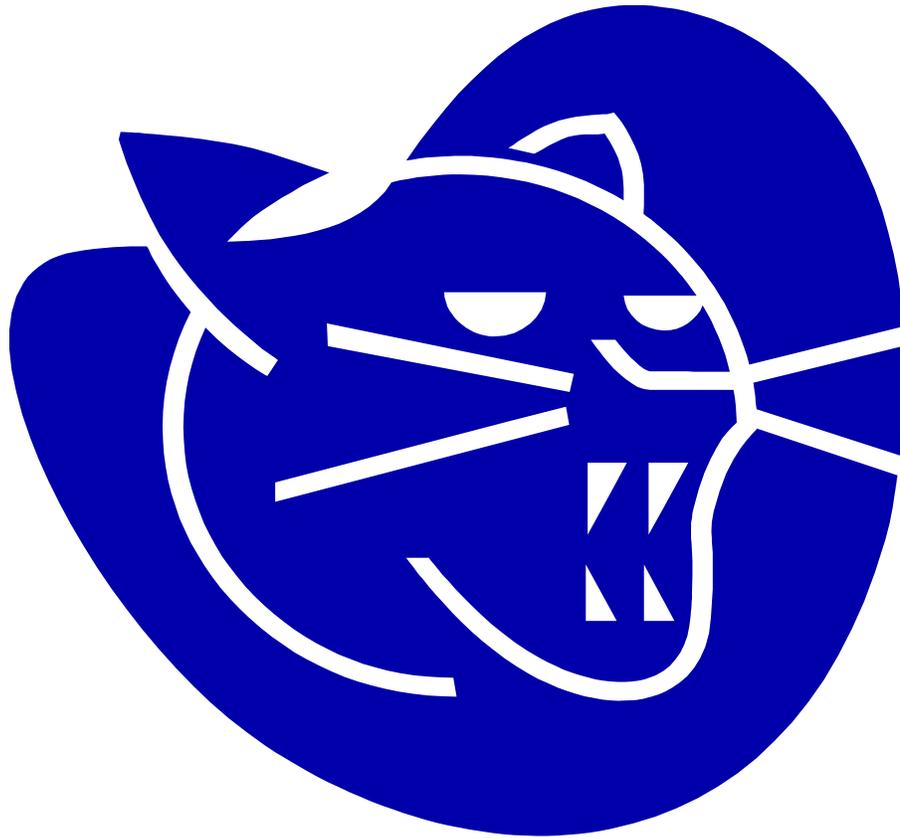
August 2, 2011	Teachers Report
August 3, 2011	Professional Development
August 4, 2011	Professional Development
August 5, 2011	Teacher Work Day
August 8, 2011	Convocation
August 9, 2011	Students Begin
September 5, 2011	Labor Day
September 15, 2011	Early Release Professional Development Site
September 29, 2011	Early Release Professional Development District
October 6, 2011	Early Release Professional Development Site
October 14, 2011	Homecoming /60% Day
October 27, 2011	Early Release Professional Development (TBD)
November 10, 2011	Early Release Professional Development District
November 21-25	Thanksgiving Holidays
December 19-30	Christmas Break
January 2, 2012	Staff Returns/Welcome Back Convocation and Professional Development
January 3, 2012	Students Return
January 16, 2012	Martin Luther King Holiday
February 9, 2012	Early Release Professional Development Site
February 20, 2012	President's Day
February 23, 2012	Early Release Professional Development District
March 12-16	Spring Break
April 6, 2012	Good Friday* *Potential Make-up Day
April 9, 2012	Good Monday* *Potential Make-up Day
April 26, 2012	Early Release Professional Development (TBD)
May 22, 2012	Student's Last Day/60% Day
May 23, 2012	Teachers' Last Day
May 25, 2012	Graduation

Grading Periods

1st 9 Weeks Ends	October 11, 2011
2nd 9 Weeks Ends	December 16, 2011
3rd 9 Weeks Ends	March 9, 2012
4th 9 Weeks Ends	May 22, 2012

Board Meeting Dates

August 23, 2011	February 28, 2011
September 27, 2011	March 27, 2012
October 25, 2011	April 24, 2012
November TBD	May 22, 2012
December 13, 2011	June 26, 2012
January 24, 2012	July 24, 2012



**2011-2012
MULLINS SCHOOL HANDBOOK**

BROOKHAVEN

PANTHERS