

Coahoma Early College High School



Student Handbook 2020-2021



Dear Tigers,

As we begin another year at Coahoma Early College High School, it is my pleasure to welcome you to the “Tiger Family”. In 2020-21, our goal is to provide you with the type of learning environment that will not only stimulate your mind but also promote ***“Tiger Pride in Excellence”***. We have set high, but reachable expectations for all students.

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

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

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

With TIGER GRIT,

Cloretha Jamison

Cloretha S. Jamison

Cloretha Jamison
Coahoma Early College High School Principal

Coahoma Early College High School

3240 Friars Point Road

Clarksdale, MS 38614

(662)-624-8045



Administration

Cloretha Jamison - Principal

School Support Staff

Katrina Blanch - Office Manager

Donna McDougal - School Counselor/District Test Coordinator

Central Office Staff

Dr. Valmadge Towner, Superintendent

Virginia Sharkey - Food Service Manager

Coahoma Early College High School

Vision

Coahoma Early College High School believes that integrating the high school and community college experience will provide the opportunity for our students to develop the knowledge, skills, and behaviors which enable them to become college career-ready, and leaders in a global society.

Mission

Coahoma Early College High School provides an advanced student-centered experience that equips students for success in college, career, and life.

ALMA MATER

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

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

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

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

SCHOOL COLORS

Maroon and White

SCHOOL EMBLEM



COAHOMA EARLY COLLEGE HIGH SCHOOL 2020-2021 CALENDAR

JULY '20

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

4 Independence Day Holiday

JANUARY '21

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4 Professional Development for Teachers

5 Students Return
12 - 15 2nd Nine Weeks Exams
18 MLK Day Holiday

18 Days for Students
19 Days for Teachers

AUGUST '20

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

17- 21 Professional Development for Teachers

24 First Day for Students

6 Days for Students
11 Days for Teachers

FEBRUARY '21

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

15 Presidents' Day Holiday
24 - Delayed Start Day/PD for Teachers

19 Days for Students
19 Days for Teachers

SEPTEMBER '20

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

7 Labor Day

21 Days for Students
21 Days for Teachers

MARCH '21

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16-19 3rd Nine Weeks Exams
22-26 Spring Break Holiday

18 Days for Students
18 Days for Teachers

OCTOBER '20

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

13-16 1st Nine Weeks Exams

22 Days for Students
22 Days for Teachers

APRIL '21

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

2-5 Easter Holiday Break

21 Student-Led Conference (School in Session)

20 Days for Students
20 Days for Teachers

NOVEMBER '20

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

18 Student-Led Conference (School in Session)
11 Delayed Start Day/PD for Teachers
25-27 Thanksgiving Holiday Break

18 Days for Students
18 Days for Teachers

MAY '21

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

8 CCC Graduation
9 Mother's Day
25, 27-28 4th Nine Weeks Exams
26 CECHS Graduation
31 Memorial's Day

20 Days for Students
20 Days for Teachers

DECEMBER '20

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

18 60% Day
21-Jan. 1 - Christmas Holiday Break
16 Days for Students
16 Days for Teachers

(83 Days for Students)
(88 Days for Teachers)

JUNE '21

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1 60% Day & Last Day for Students
4 Last Day for Teachers
20 Father's Day
1 Day for Students
4 Days for Teachers
(97 Days for Students)
(99 Days for Teachers)

Memo

To: Parents, Teachers, and all School Employees
From: Valmadge Towner, Superintendent
Date: July 29, 2019
Re: **Asbestos Hazard Emergency Response Act Compliance Notification**

In accordance with AHERA regulations, school districts are required to perform several activities with regards to asbestos in schools. These activities include an initial asbestos inspection and development of a Management Plan. The Management Plan addresses how identified asbestos containing materials (ACM) will be handled (abated or managed in place).

As part of the Management Plan, schools are also required to provide notification to all parents, teachers, and employees of our ongoing management of ACM's. To provide continuing managements of the asbestos in our schools, all asbestos containing materials (ACM) are inspected every six months by an environmental consulting firms from Jackson, Mississippi. Any changes in the ACM are being recorded in a surveillance report as part of the management plan.

A copy of this surveillance report, along with the management plan, and all supplementary information is located in the Coahoma Early College High School Central Office. These documents are available if you wish to see them.

STATEMENT OF COMPLIANCE

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

Attendance and Absences

Consistent with the mission of Coahoma Early College High School, prompt and regular attendance in all classes is an important goal to the educational experience for all students. The Parent Coordinator will notify/contact parent/guardian daily when absences occur.

Excused Absences

Parental Excused Absences

Students are allowed a maximum of three (3) excused parental absences per semester. After three (3) excused parental absences, each following absence will result in an unexcused absence. A parental excuse absence must be substantiated in writing within 48 hours of the absence. A parent/guardian may send a signed note by fax (662-621-4672) to the CECHS attendance office. The note must have the student's full name, grade and date of absence(s). The administrator has the discretion to refuse excuses.

Medical Excused Absences

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

Coahoma Early College High School reserves the right to confirm a medical appointment that requires early dismissal from school. It is not uncommon for an extenuating circumstance to occur that may prevent a parent or guardian from reporting to Coahoma Early College High School to checkout a student. A member of the CECHS administrative staff will determine the credibility of the circumstance, and if such a circumstance does exist, authorization to checkout of school will be extended to the student. **In no case shall a person other than an authorized parent/guardian be permitted to take a student from school. Only persons with valid identification who are listed on the approved check out form will be able to check the student out of school. In the event an individual other than the parent checks out a**

student, telephone verification will be made to the parent by the Office Manager/Administrator prior to check out.

College visits

Students in the eleventh and twelfth grade will be allowed **two (2)** additional days per year for college visits provided the student produces written proof of the visit, such as an invitation from the college that is personally addressed to the student.

Administrative

An absence is excused when it results from:

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

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

Other

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

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

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

Unexcused Absences

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

REFERRALS to the Compulsory School Attendance Officer

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

- **12 Unexcused absences** – *Must be reported to Compulsory Attendance Officer*

Reporting Suspensions

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

Suspensions – Attorney General Opinion

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

Homeschool

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

Procedures for Return to School After Absence

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

Book Fines/Book Return

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

Compulsory Attendance

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

Check-Out/Check-In Procedures

If a student arrives to school after 7:50 a.m. a parent/guardian or whomever brings the student to school must sign that student in at the main office. When it becomes necessary for a student to leave school before the regular dismissal time, a parent/guardian will report to Coahoma Early College High School to check out the student. Such a checkout will require the signature of the parent/guardian or any emergency contact as listed on student's emergency card.

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

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

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

Students must be in school until 2:30 p.m. to be considered present for the school day. Students will not be allowed to checkout after 2:50 p.m. unless prior arrangements have been made with the principal.

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

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

Tardies

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

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

Students who report to campus after 7:50 will report to the office for a tardy slip. Students will not be allowed in class without an excuse. Excused tardiness will follow same policy as absences.

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

Make-Up Work

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

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

The guidelines for make-up work are as follows:

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

Schedule Requirements

Students will be enrolled in four (4) periods per day. Academic and other Career Technical Pathways will be a new requirement at CECHS for all 9th and 10th grade students. Also, 11th and 12th grade students will be enrolled in a two period per day Academic and/or Career Technical course as an elective.

Subject Selection Guidelines

General guidelines for subject selection are as follows:

Students in grades 9, 10, 11, and 12 will enroll in 4 periods & semi blocks schedule to match college classes schedule in which Carnegie unit will be awarded upon successful completion.

For a student participating in an activity governed by the Mississippi High School Activities Association, a certain number of completed units are required each year to maintain eligibility in addition to a required grade point average. Check with the guidance counselor for the most current eligibility requirements. Athletes will be given an athletic handbook that will cover all requirements to remain eligible for sports.

If a student fails to earn a Carnegie Unit of credit in English I after a second enrollment, the student will be allowed to enroll in English I & English II simultaneously.

Schedule Changes

Students are urged to consider their course selections carefully during registration. Teacher assignments, course offerings and class sizes are determined from registration information. The master schedule is developed based on what students requested in the spring.

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

Please note the following with regard to schedules:

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

Correspondence Courses

A student may earn a maximum of one (1) Carnegie unit through completion of an approved correspondence course. Permission to enroll in a correspondence course must be granted by the principal. A student may not enroll in a correspondence course without a minimum of twelve (12) Carnegie units. **Students may not enroll in SATP courses such as but not, limited to Algebra I, Biology I, US History, and English II.**

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

Graduation Requirements

Distinguished Academic Endorsement Pathway Option *

For the entering ninth and tenth grade classes of 2018-2019 and subsequent years, twenty-eight Carnegie units will be required for all students graduating from the Coahoma Early College School District inclusive of the listed courses. Current seniors will be required twenty-eight Carnegie units.

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
English	4	English I English II (State Test) 2 other English Courses
Math	4	Algebra I (State Test) Geometry 2 other Math Courses
Biology	4	Biology I (State Test) 3 other Science Courses
Social Studies	4	World History US History (.5) World Geography (.5) Mississippi Studies (.5) US Government (.5) Economics

Health & PE	1	(.5) Comprehensive Health and Physical Education
The Arts	1	Band, Visual Art, Choir
College & Career Readiness	1	Advance Seminar
Technology or Computer Science	1	
Foreign Language (Optional) IHL pre-requisite	1	Spanish, German, French or another approved language
Electives	8	College Courses
Total Unites Required	28 (29 with Foreign Language Option)	

Career and Technical Endorsement *

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
English	4	English I English II (State Test) 2 other English Courses
Math	4	Algebra I (State Test) Geometry 2 other Math Courses
Biology	3	Biology I (State Test) 2 other Science Courses
Social Studies	3 ½	World History US History (.5) Mississippi Studies (.5) US Government (.5) Economics
Health & PE	1	(.5) Comprehensive Health and Physical Education
The Arts	1	Band, Visual Art, Choir
College & Career Readiness	1	Advance Seminar
Technology or Computer Science	1	
CTE Electives	4	Must complete a four-course sequential program of study
Additional Electives	3 ½	College Courses
Total Unites Required	26	

Other Graduation Options

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

The Career Technical Pathways

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

CECHS's Career Technical Pathways

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

CECHS's Early College Pathways

CECHS has six (6) MAJOR career pathways as part of its curriculum. Three academic pathways include General Studies, Business Administration, and Computer Technology. Three CTE pathways include Auto Collision & Repair, Automotive Technology, and Medical Billing & Coding. CECHS offers more than the 6 major career pathways. Students may choose during their sophomore year which pathway to pursue. Students will be encouraged to use career clusters inventory to find out which major is closest to the career goal choice. Students can either gain 30 or more college credits, a degree, and or certification in these areas. Students begin taking these courses in ninth grade. Students are guided by the CCC liaison, school counselor, and principal of early college program.

Graduation - Subject Area Requirements Mississippi Assessment Program

The MSATP consists of four academic, end-of-course tests. Since the 2001–2002 school year, students have been required to pass the subject area test(s) as a requirement for graduation. Students are assessed on the content at the completion of the course in Algebra I, Biology I, English II, and U.S. History from 1877. The English II test consists of both a multiple-choice component and a writing component. Students must pass both components to acquire a passing score on the English II Assessment. Under the direction of the Mississippi Department of Education, advisory committees of Mississippi educators used the Mississippi Curriculum Frameworks and Common Core State Standards to determine the content to be assessed and the types of questions to be included. Once the frameworks were evaluated, Mississippi teachers of the subject areas were asked to participate in a survey to determine the emphasis to be placed on each of the content areas being measured. Beginning with 2016-2017, students enrolled in the Mississippi Assessment Program courses end of course test will count 25% of the final grade.

Specific Information about the Subject Area Tests:

Mississippi College and Career Readiness Algebra I Subject Area Test

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

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

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

Biology I Subject Area Test

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

Mississippi College and Career Readiness English II Subject Area Test

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

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

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

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

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

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

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

Graduation - Notification of Status

With the conclusion of each nine-week grading period, a student will receive a report card that will indicate academic progress. The report card is the school’s official notice to the student and parent/guardian of academic progress. The parent/guardian is encouraged to review the report card and discuss the student’s academic progress with the student. The parent/guardian is encouraged to call the CECHS parent coordinator and arrange a conference if there is a question

regarding the student's progress or if the parent/guardian needs more information. Once it has been determined that a senior has failed to meet the minimum requirements for graduation, the CECHS guidance office will notify the student and parent/guardian by telephone. An official notification will be forwarded to parent/guardian by mail. In accordance with Mississippi Public School Accountability Standards, a student who fails to meet the graduation and/or exit requirements or fails to meet one of the approved options for graduation, will not be allowed to participate in the graduation ceremony.

SATP Tutoring

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

Graduation - Senior Expenses

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

Graduation - Participation

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

GPA Scale

NUMERIC	GENERAL PREP	AP/DUAL GRADE
100	4.00	5.00
99	3.95	4.95
98	3.90	4.90
97	3.85	4.85
96	3.80	4.80
95	3.75	4.75
94	3.70	4.70
93	3.65	4.65

92	3.60	4.60
91	3.55	4.55
90	3.50	4.50
89	3.00	4.00
88	2.95	3.95
87	2.90	3.90
86	2.85	3.85
85	2.80	3.80
84	2.75	3.75
83	2.70	3.70
82	2.65	3.65
81	2.60	3.60
80	2.55	3.55
79	2.50	3.50
78	2.45	3.45
77	2.40	3.40
76	2.35	3.35
75	2.30	3.30
74	2.25	3.25
73	2.20	3.20
72	2.15	3.15
71	2.10	3.10
70	2.00	3.00
69	1.80	2.90
68	1.60	2.80
67	1.40	2.70
66	1.20	2.60
65	1.00	2.50

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

Graduation - Valedictorian and Salutatorian

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

In the case of a tie for either Valedictorian or Salutatorian, the highest numerical average for all courses taken during the current school year will determine the Valedictorian. The student with the second highest numerical average for all courses taken during the current school year will be the Salutatorian. The numerical averages will be carried to four places after the decimal point. The final method for breaking a tie for either Valedictorian or Salutatorian will be the total

number of Carnegie units earned for all courses taken during grades 9-12. All credits earned will be included in the tiebreaker.

Graduation - Senior Awards

Grade Point Average Recognition

At the CECHS graduation ceremony students who have honor distinction of **3.2 or higher** will be recognized. A GPA is a calculation of a senior's high school career.

Dropping a Course

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

- An error occurred during the scheduling process
- Completion of a course during a summer term, or by correspondence.
- A review by the counselor of the student's records. As an example, upon review of a student's academic record, a counselor may initiate a schedule change in order to satisfy graduation requirements.
- The placement of a student in AP or dual enrollment courses. As an example, a student may advance to an accelerated or AP course with approval from a counselor.

Grading Formula

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

Grading Scale

The Coahoma Early College High School grading scale will be as follows:

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

An incomplete grade (NG) will be assigned when a student has not completed make-up work during a grading period. If the incomplete grade has not been corrected within two weeks after the end of the grading period, a failing grade (F) will be assigned. No incomplete grade will be given as a final grade in a course. Grades will be reported and recorded in numerical form and will reflect the **actual** numerical average in the course as specified in the grading plan for the course. Students shall not receive a grade under 50 for any course.

Online Grading Scale

Online grading will follow the same in-person class grade scale as listed above. Student work should be submitted by due date and contact should be made by the student to the teacher when experiencing difficulty. Students will be permitted to submit work after the schedule due time and date resulting in a lower letter grade for every day the work is not submitted. After the third day of non-submission, the grade given is a failing score.

Grade Reporting

Progress reports will be issued at the midterm of each nine-week grading period. Report cards will be issued upon the conclusion of each nine-week grading period. Report cards are to be picked up by parents/guardians. Each student is responsible for taking the progress report home for parental inspection. Report cards will only be sent home by students if parent/guardian approves. The final report card will be picked up by the parent/guardian or mailed using the address provided by the student. Upon review of the progress report or report card, a parent/guardian will be aware of the following: 1) successful completion of each course 2) grade classification requirements, and 3) graduation status. The parent/guardian is encouraged to call counselor to request a teacher-parent conference if the progress report or report card indicates the student is performing unsatisfactorily.

Rank in Class and Grade Point Averages

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

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

Rank in class will be determined by credits earned in grades 8-12 and the resulting grade point average. A student's GPA will be calculated by using the final average in each course for all courses taken in grades 8-12.

The final average of each course for all courses taken in grades 8-12 will be used to calculate the grade point average. For courses in which one Carnegie unit is awarded for successful completion, the final average will be used to calculate the grade point average.

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

For courses in which two or more Carnegie units are awarded for successful completion, the final average will be used once to calculate the grade point average. The final average of each course for all courses taken in grades 8-12 will be averaged and carried to four decimal points. There will be no rounding of the final grade point average. No final average in excess of 100 will be

recorded on a student's transcript or cumulative record. Upon application of the weighted grading policy, averages that exceed 100 will be used to calculate the official class rank.

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

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

Transcripts

Coahoma Early College High School will release information on a school record according to the regulations of The Family Rights and Privacy Act. A written request will precede any official transcript to be mailed by Coahoma Early College High School. CECHS will furnish a transcript to any designated student enrolled upon request. There will be a **one (1) day** wait on mailed in transcripts after received in the registrar's office. Example: Received on Monday and mailed out on Thursday. Any requests for same day pick up shall be requested before 12 noon of the same and may be picked up at 4pm. If same day pick up is made after 12 noon, transcript will be picked up the following morning. **All requests for transcripts by students not enrolled in CECHS will be charged a fee of \$5.00.**

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

Promotion and Retention

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

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

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

Students entering 9th grade 2014-2015:

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

Test and Examinations

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

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

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

Honor Roll

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

Student of the Month

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

Coahoma Early College High School:

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

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

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

Withdrawing from School

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

Student Code of Conduct

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

“TIGER PRIDE IN EXCELLENCE”

Our Beliefs

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

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

We believe in

- ***Relationships***
- ***Relevancy***
- ***Rigor***
- ***Respect***
- ***Responsibility***

CLASSROOM PRIDE

The students are expected to:

- Listen quietly while others are speaking.
- Have all necessary materials needed for learning
- Follow directions first time given

- Be on time and seated when the bell rings.
- Participate in discussions /activities

HALLWAY/BREEZEWAY PRIDE

The students are expected to:

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

RESTROOM PRIDE

The students are expected to:

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

CAFETRIA PRIDE

The students are expected to:

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

BUS PRIDE

The students are expected to:

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

Types of Discipline

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

- Verbal Warning
- Loss of Privilege
- Corporal Punishment
- Out of School Suspension
- Alternative School
- Probation
- Expulsion/Release from Early College Program

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

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

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

SUSPENSION

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

MISSISSIPPI CODE OF 1972

As Amended

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

The superintendent of schools and the principal of a school shall have the power to suspend a pupil for good cause, including misconduct in the school or on school property, as defined in Section 37-11-29, on the road to and from school, or at any school-related activity or event, or for conduct occurring on property other than school property or other than at a school-related activity or event when such conduct by a pupil, in the determination of the superintendent or principal, renders that pupil's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole, or for any reason for which such pupil might be suspended, dismissed or expelled by the school board under state or federal law or any rule, regulation or policy of the local school district. However, such action of the

superintendent or principal shall be subject to review by and the approval or disapproval of the school board. If the parent, guardian or other person having custody of any child shall feel aggrieved by the suspension or dismissal of that child, then such parent, guardian or other person shall have the right to a due process hearing. The parent or guardian of the child shall be advised of this right to a hearing by the appropriate superintendent or principal and the proper form shall be provided for requesting such a hearing.

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

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

OUT-OF-SCHOOL SUSPENSION (OSS) When an out-of-school suspension is issued, the suspended student may not return to school until the prescribed amount of suspended days has expired. A school suspension can range from one to ten days, depending on the violation in relation to the discipline code. Student receiving 5 OSS days or more shall be subject to a student hearing within 10 business days from the start of the suspension. A hearing committee will determine if further action is needed or suspension should from school should be shorten.

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

PROBATION The principal or disciplinary committee has the option of placing a student on school probation. While on school probation, a student is not allowed on school campus after 3:10 P.M. That student may not participate or attend any extra-curricular activity, including class or group trips during the duration of the probation.

1. Administrators and teachers shall hold students to strict account for violations of school policy. Students can expect disciplinary action for any infractions of the Code of Conduct or other disorderly conduct occurring at any school, on the way to and from school, at school meetings, programs, functions and activities, upon school buses, or at function/location under school jurisdiction. The Superintendent or principal of any school may suspend any pupil from school for good cause in accordance with the rules and regulations of the school board.
2. The principal shall have the power to suspend a pupil for any reason for which such pupil might be suspended, dismissed, or expelled by the school board. However, such action of the Superintendent, principal shall be in accordance with the written policies of the school board.

3. The principal is authorized to institute appropriate disciplinary action, including immediate suspension/removal from campus by Student Resource Officer (SRO) , if warranted, against any student for violations of school policy, infractions of the Code of Conduct and other disorderly conduct or misconduct, including, but not limited to the following:
- Fighting;
 - Assault;
 - Disorderly conduct;
 - Harassment, intimidation or threats;
 - Disruption of school operations, functions, programs, or activities;
 - Disobedience;
 - Disrespect;
 - Insubordination;
 - Insulting language;
 - Obscene language;
 - Vandalism;
 - Malicious mischief;
 - Theft;
 - Damage to property, private or school;
 - Unauthorized use of school property;
 - Unauthorized entry on school premises;
 - Loitering;
 - Use or possession of tobacco;
 - Use or possession of alcoholic beverages;
 - Under the influence of alcoholic beverages;
 - Use of illegal drugs;
 - Under the influence of illegal drugs;
 - Indecent exposure;
 - Public indecent displays of affection including in cars parked in the vicinity of any school building or activity;
 - Leaving class, school program or meeting without permission;
 - Physical altercation; or
 - Possession of any of the following items:
 - a. Illegal drugs or drug paraphernalia
 - b. Alcoholic beverages
 - c. Fireworks, explosives, matches, lighters or incendiary materials
 - d. Knives, firearms, slingshots or any other weapon
 - e. Pornographic materials
 - f. Stolen property
 - g. Tobacco
 - h. Cards or gambling paraphernalia
 - i. Noise making devices
 - j. Other disruptive materials
 - k. Other materials, possession of which is punishable
 - l. Any offense otherwise punishable by law.

4. A student suspended by a Superintendent or principal shall be entitled to a hearing and review of his case in accordance with the policies of the Board. During which time a student will remain suspended until a decision is rendered.
5. Other disciplinary action may consist of detention, corporal punishment, loss of privileges, denial or participation in school activities, probation, or a combination of any one or more of such action, including creative alternative sentences or appropriate constructive assignments, depending on the seriousness and circumstances of the offense and the attitude of the student.
6. Any student who starts or participates in a fight, as set forth in this document, will be suspended from school immediately and may be removed from campus by the School Resource Officer (SRO) and all cases pending will be reviewed to determine if more serious punishment is appropriate. Any student participating in any violence, or in any activity, which significantly disrupts classroom order, the educational process, the order of any school activity or in any activity, which endangers the safety or security of any person, may be suspended from school immediately while the matter is investigated and reviewed.
7. All persons other than school employees and pupils enrolled at a specific school must first go to the principal's office to secure admission to the campus when they come on the campus of that school. Otherwise, those persons will be considered trespassers and as such, subject to arrest and prosecution.
8. Any student who makes a threat against a staff member or any member of the student body, either directly or indirectly, will be subject to the consequences outlined in the discipline code. All threats will be taken seriously. Students are to understand that at no time and under no circumstances are threats to be made in either an oral or written form.
9. Any student who has in his/her possession an object that would be classified as a weapon while on school grounds or going to or from school will immediately be suspended by the principal in a manner as prescribed by Board policy.

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

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

STUDENT DISCIPLINE

PURPOSE:

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

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

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

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

Coahoma Early College High School Discipline Ladder

Note: CP= Corporal Punishment, SLC = Silent Learning Center, and OSS = Out of School Suspension

INFRACTIONS	NUMBER OF OFFENSES	CONSEQUENCES
	(Level I)	
Dress Code Violation	A. 1 st time B. 2 nd time	A. Parent Contact – remain in main office until parent brings clothes or report to SLC B. Parent Conference C. 2 days OSS
Failure to follow instructions	A. 1 st time B. 2 nd time	A. Warning and Student Conference B. Mandatory Parent Conference
Food in class without teacher permission	A. 1 st time B. 2 nd time	A. Warning and Student Conference B. Mandatory Parent Conference
Horse playing/running in the hallway	A. 1 st time B. 2 nd time	A. CP B. 1day OSS
Sleeping in class	A. 1 st time B. 2 nd time	A. Warning and Student Conference B. Mandatory Parent Conference
Tardy to class	A. 1 st time B. 2 nd time C. 3 rd time	A. Office referral & Warning from administrator/designee B. 1day OSS C. 3 days OSS and loss of privileges
	(Level II)	
Bullying/Threatening a student	A. 1 st time B. 2 nd time	A. Mandatory Student Conference B. Administrator and School Counselor conduct mandatory parent and student conference
Cheating, lying, falsifying documents	A. 1 st time B. 2 nd time	A. Parent Conference and 1 days OSS B. 3 days OSS
Defacement/Damage of school property	A. 1 st time B. 2 nd time	A. Parent Conference and 1day OSS (pay for damages) B. Parent Conference and 5 days OSS (pay for damages)

Disturbances/Disruption	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent Contact and CP B. 1 day of SLC C. 3 days OSS
Hostile Acts	A. 1 st time B. 2 nd time	A. Parent Conference and 3 days OSS B. 10 days OSS and School Hearing
Defiance/Disrespect	A. 1 st time B. 2 nd time C. 3 rd time	A. Warning and Parent Contact B. Parent Conference and 2 days OSS C. 5 days OSS
Leaving Class Without Permission	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent Contact and B. Mandatory Parent Conference or 3 days OSS C. 5 days OSS
Public Display of Affection	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent contact and Student Conference B. Mandatory Parent Conference and 2 days OSS C. 5 days OSS
Skippping Class/Truancy	A. 1 st time B. 2 nd time C. 3 rd time	A. Parent and student Conference B. Parent Contact and 3 days OSS C. 5 days OSS
	(Level III)	
Electronic Items	See BYOD Policy p35	See BYOD Policy
Fighting and or Physical Contact/Physical Aggression (One-on-One)	A. 1 st time B. 2 nd time	B. Parent Contact and 5 days OSS C. Parent Contact and 10 days OSS & School Hearing
Fighting (Group)	A. 1 st time	A. 10 days OSS & School Hearing
Fighting (Physical Contact with Staff)	A. 1 st time	A. 10 days OSS & School Hearing **Please note that assault on a staff person may result in expulsion. The staff person also has a right to pursue legal action. STUDENTS FIGHTING WILL BE TAKEN INTO POLICE CUSTODY & REFERRED TO ALTERNATIVE SCHOOL
Gang Related Activities	A. 1 st time	10 days OSS/Possible Expulsion or alternative school. (10 days OSS & School Hearing)
Harassment/Threat	A. 1 st time B. 2 nd time	A. Parent Contact, 2 days OSS B. 10 days OSS and School Hearing
Threat to Staff	A. 1st time	A. 10 days OSS and School Hearing

Inappropriate Touch/Conversation	A. 1 st time B. 2 nd time	A. Counselor Referral/ Mandatory Parent Conference/ Contact Resource Officer B. Repeat step one. Possible referral to DHS.
Possession of Weapons	10 days Out of School Suspension pending the outcome of district hearing. STUDENT'S IN POSSESSION OF WEAPONS WILL BE TAKEN INTO POLICE CUSTODY.	
Sexual Harassment/Sexual intercourse under the auspices of the school.	A. 1 st time	10 days OSS and School Hearing)
Technology Violation (Unacceptable Internet Use)	A. 1 st time B. 2 nd time C. 3 rd time Refusing to give improper item to school administrator will result in 2 days OSS.	A. Parent Contact; Mandatory Parent Meeting; counseling session for students B. Parent Contact; 45 days Internet usage suspension C. Parent Contact; Internet Usage Privileges revoked for the remainder of the year & 3 days OSS
Use/Sale/Possession of Tobacco/Drugs	A. 1 st time	A. Parental contact; 10 days OSS/Possible Expulsion and School Hearing)
Under the Influence of Tobacco/Drugs	A. 1 st time B. 2 nd time	A. 5 days OSS B. 10 days OSS and School Hearing

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

Food in Classrooms

No food or drink is to be taken into the classroom by a student without teacher permission. Any unsealed drink located on campus at any time other than lunch, breakfast in the cafeteria, or break will be disposed of and will be considered a level 1 violation. At no time other than lunch, breakfast (On the Go) in homeroom, or break may unsealed food be brought to class or consumed on school property. All lunches will be eaten in the cafeteria or classroom. Any exception to this rule must be approved through the office. Due to distractions and possible allergies, parents are discouraged from bringing lunch to their children at school. **No food will be accepted for a group of students or from other individuals on campus.** Your cooperation concerning this matter will be greatly appreciated.

Due Process

Constitutional due process requires that students be forewarned of conduct that may result in disciplinary sanctions. Written codes of student conduct posted in the school and distributed annually to students is the usual way of placing students on notice about proscribed behaviors. Oral notice of a regulation may satisfy the constitutional requirement if school officials can show

that the oral notice did in fact warn the students about the expected behavior. However, written regulations are preferred and will be used whenever possible.

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

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

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

COAHOMA EARLY COLLEGE HIGH SCHOOL DISCIPLINE POLICIES AND PROCEDURES

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

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

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

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

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

The term "disruptive behavior" means conduct of a student that is so unruly, disruptive or abusive that it seriously interferes with a school teacher's or school administrator's ability to communicate with the students in the classroom, with a student's ability to learn, or with the operation of a school or school-related activity and which is not covered by other laws related to violence or possession of weapons or controlled substances on school property, school vehicles or at school related activities. Such behaviors include, but are not limited to: foul, profane, obscene, threatening, defiant or abusive language or action toward teachers or other school employees; defiance, ridicule or verbal attack of a teacher; and willful, deliberate and overt acts

of disobedience of the directions of a teacher. The term "habitually disruptive" refers to such actions of a student which cause disruption in a classroom, on school property or vehicles, or at a school-related activity on more than two occasions during the school year, and to disruptive behavior that, was initiated, willful and overt on the part of the student which required the attention of school personnel to deal with the disruption.

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

DRESS FOR CORONATION AND OTHER ACTIVITIES

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

COLLEGE FACILITIES

ALL college facilities are off limits to high school students during the school day, with the exception of dual enrollment and the use of the high school library on the third floor of Dickerson-Johnson library. Students should not go to the **UNION** or other college building(s) for any reason during the school day. Students who are dually enrolled may attend their classes but must follow all other rules. The outdoor basketball court is off limits to high school students.

Academic Integrity

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

- Examples of cheating include but are not limited to the following:
Copying from work that is not one's own while completing an assignment or during a quiz, test, paper, or exam.
- Allowing someone to copy one's work while completing an assignment or during a quiz, test, or exam.
- Collaborating on any assignment before acquiring the stated and/or written authorization of the teacher.
- Using unauthorized materials such as calculators or similar electronic devices not approved by the teacher during a quiz, test, paper, or exam or while completing any other assignment.
- Completing an assignment for another person.
- Altering graded work after it has already been returned, then submitting the modified assignment for evaluation and/or credit in another class. It would also be considered cheating if the assignment remains unaltered.
- Stealing, reproducing, circulating, or receiving by any means, or otherwise gaining access to a quiz, test, or exam prior to the time authorized by the teacher.

- Retaining, possessing, using, circulating, or conversing with others about previously a given quiz, a test, or exam materials without approval from the teacher.
- Providing false information in connection with any inquiry regarding academic integrity.
- Copying data or calculations from another group during a classroom lab experiment.

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

Violations include but are not limited to the following:

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

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

Appeal Process

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

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

Dress Code

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

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

As an addendum the following regulations apply:

1. Students are permitted to wear headbands without negative symbols, emblems, or pictures on them.
2. No pullover hoodies. Jackets with hoods will not be worn in buildings.
3. No tall boots
4. Students are not permitted to wear bandannas.
5. No item of clothing or other apparel may advertise alcohol, drugs, or tobacco products. They may not display suggestive or offensive slogans or logos.
6. Students may not wear or display any gang and/or drug related items.
7. Students may not wear **sagging pants or pants falling below the waist**. Pants legs must be the same length and hemmed in a manner not to fall below the top of the shoe.
8. Belts must be buckled and worn at the waist.
9. Shirts must be tucked neatly inside the pants of students.
10. Students may not wear sleeveless shirts, tank tops, blouses, or dresses. Jackets must have long sleeves.
11. Sunglasses/shades are prohibited.
12. Students may wear earrings, and the earrings may not be oversized. Besides the ear, only small nose piercing is permitted (clear or stud). No visible body piercing other than the ears and nose is allowed.
13. Holes, tears, and/or shreds that expose undergarments and inappropriate areas are prohibited.
14. Transparent clothing without proper underclothing is prohibited.

15. Muscle shirts, tube tops, tank tops, razor back tops, spaghetti strap tops and fish-net tops are prohibited. Tops that expose under- garments (brassiere, camisole, etc.) and/or shoulder blades are prohibited.
16. The midriff shall not be exposed while walking, standing, and/or sitting.
17. Any jewelry and/or items of ornamentation, which depict weapons of violence or substances illegal to minors, are prohibited.
18. Hair shall be free from obnoxious odors and shall be clean and neat in appearance. While students may wear colored hair styles, hair shall not obstruct vision or distract students from learning.
19. Picks, combs, and rollers shall not be worn in the hair.
20. A practicing physician's statement permitting a headdress for a specific period of time will be permitted. The penalty for bringing a hat or cap to school is confiscation. The hat or cap will be returned to the student at the discretion of the principal.
21. Piercing of exposed body parts that cause a distraction or cause a safety concern are prohibited. **Tongue piercings are prohibited.**
22. All fasteners and buckles designed for use with an article of clothing shall be used appropriately at all times.
23. Trench coats or other items of clothing which could be utilized to conceal dangerous are prohibited items are not allowed.

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

Use of Cell Phones and Electronic Devices in School

BYOD (Bring Your Own Device) Policy

- **Student can bring electronic device after his or her parent signs the CECHS BYOD statement in registration packet.**
- **Student MAY NOT have ear bugs, ear phones, or other listening devices in ears without teacher permission. Due to safety precautions, students CANNOT wear listening devices in hallways or any other place besides the classroom.**
- Students can use devices in a classroom setting only when directed by their teacher.
- While in the classroom setting, devices are for schoolwork only. A classroom setting is defined as anywhere staff members are giving instruction to students.
- Devices **MAY NOT** be used to record, transmit, or post photos or videos of any student or staff member unless directed to do so by the teacher.
- Devices **MUST BE** in silent mode while on the CECHS campus.
- **Teacher must clearly state in lesson plans that electronic devices will be used in classroom and "Device in Use" symbol identified outside of classroom door.**
- Students must bring devices fully charged each day. CECHS will not provide AC receptacles nor allow charging of devices in classrooms.
- Please note that Nintendo DS and/or other gaming devices with internet access are NOT permissible.
- Students are **SOLEY responsible** for any equipment that he/she brings to school. In addition, **CECHS is not liable for damaged, lost, or stolen equipment.** School administrators are **NOT required** to search for lost or stolen devices; however, they have the sole discretion to conduct a search if necessary.
- Staff will not provide technical support for devices.

- The use of devices is a privilege, not a right; therefore, students not adhering to the rules will receive discipline consequences.
 - **First offense – Phone taken from student until the end of the school day by teacher. Teacher will reteach expectation of phone usage.**
 - **Second offense – Phone taken from student and a mandatory parent/teacher conference is held. After conference is held with parent, phone will be returned to parent.**
 - **Third offense – Phone taken from student and keep in main office until the end of the semester.**

Each offense counts as a school-wide offense of policy.

REFUSAL TO GIVE PHONE TO STAFF OR ADMINISTRATOR WILL RESULT IN STUDENT LOSING ALL PRIVILEGES AND 2 DAY OSS.

Procedures for Implementation of BYOD Policy

Electronic Device In Use

1. Teachers will clearly state in lessons plans that electronic devices will be used during lessons.
2. Teacher will indicate that electronic devices will be used in today's lesson by placing the designed sign on the outside of the door.
3. Teacher will instruct students that devices will be used as a part of classroom instruction.
4. When students have completed all directions and assignments given by teacher, teacher will instruct students to put away devices into backpack, book bag, or school bag.

Electronic Device Not In Use

1. Before class starts, the classroom teacher will allow students to place electronic device either in slots attached to door or device bin at teacher's desk.
2. Teacher will indicate that electronic devices **will not be use** in today's lesson by placing the designed sign on the outside of the door.
3. If a student still possesses his or her device after teacher has asked for it to be place in the designated area, the teacher should buzz the main office and ask for the administrator to come to the classroom.
4. If a student's device rings, buzzes, or makes a noise, the teacher should follow the same procedure as stated above. The teacher will keep the phone until the end of the school day.

STUDENT BEHAVIOR ON SCHOOL BUSES

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

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

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

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

Students shall not commit any act of improper conduct.

Examples of improper conduct

INFRACTIONS	NUMBER OF OFFENSES	CONSEQUENCES
	(Level I)	
Make excessive noise or shout at anyone through the bus window		2 - 5 days bus suspension
Stand up on the bus or hold a seat for a friend after warning from driving		2 - 5 days bus suspension
Commit any other act of improper conduct.		2 - 5 days bus suspension
	(Level II)	
Bring unauthorized articles on the bus		5 – 10 days bus suspension
Use bad language or make vulgar gestures		5 – 10 days bus suspension
Throw objects or litter on the bus		5 – 10 days bus suspension
Put hands, head, or any object out of the bus window		5 – 10 days bus suspension
Mark or deface the bus. (Parents will be liable for damages.)		5 – 10 days bus suspension
Distract the driver's attention while the bus is in motion		5 – 10 days bus suspension
	(Level III)	
Fight or tussle		10 – 15 days bus suspension
Strike or threaten bus driver or another student		10 – 15 days bus suspension
Enter or exit the bus through the emergency door, except in emergency situations.		10 – 15 days bus suspension
Smoking or use of intoxicants		10 – 15 days bus suspension

BUS RIDER DISCIPLINE CONSEQUENCES FOR BUS MISBEHAVIOR

- Temporary suspension of bus privileges (Range from 2 days to 3 weeks)
- Complete withdrawal of transportation privileges

All misbehaviors will be reported to parents/guardians

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

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

Assemblies

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

Textbooks

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

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

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

Library Books

Our library books belong to all students, and pride must be taken in their preservation. If they are willfully marred or defaced, damages will be charged. Full price will be charged for any lost library book plus a processing fee of \$15.00. Librarians will charge fine for overdue books at \$.10 per day up to a total fee of \$5.00 for each book overdue. Please see the library handbook online via the webpage.

Fees and Fines

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

Arrival to School

Buildings will open at 7:30 AM daily. Upon arrival to school, a student will report to the area outside of entrance to cafeteria. Students are **NOT** permitted to remain in cars and are **not** allowed to assemble in the parking lots upon arrival to school; a courtesy warning will be issued for the first infraction. All student drivers must turn in keys to the main office and may not return to their vehicles until dismissal/departure at the end of each day. Any other infractions will be subject to discipline actions. A student may lose driving privileges for repeated violations. Each student must go through door at the entrance of the cafeteria and have his or her bags checked. Students will walk through metal detector and proceed to the cafeteria to grab a breakfast bag and head to homeroom. Students arriving to school before 7:30 AM will report to the area outside of entrance to cafeteria.

Transportation and Parking

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

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

Automobiles

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

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

- 1st offense- warning or driving privileges suspended for five days
- 2nd offense- driving privileges suspended for the remainder of the school year

If a student violates the 2nd offense, the vehicle will be towed at the owner's expense.

Emergency Drills

In accordance with district and state emergency and safety regulations, unannounced emergency drills will be conducted throughout the year. In the event of a fire drill, a warning will be issued by the continuous sound of a loud buzzer. Students will exit the classroom as instructed by the classroom teacher in an orderly fashion and assemble in the area designated by the classroom teacher. The classroom roll will be checked at the assembly area. In the event of a tornado drill, a warning will be issued by the intermittent ringing of the regular school bell. Students will exit classrooms and report to designated areas of assembly as instructed by the classroom teacher. The classroom roll will be checked once students arrive at the assembly area. Upon completion of the drill, students will return to their respective classrooms upon the ringing of the regular bell. A student will not be allowed to leave school without a parent/guardian during the execution of an emergency drill.

Off Campus Activities

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

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

Restroom Privilege

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

Elections

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

The election for Mr. and Miss CECHS will require enrollment as a full-time student at Coahoma Early College High School for three (3) continuous semesters prior to the election, a 3.2 GPA, and no discipline referrals. Seniors will nominate only one boy and one girl, and all nominees must meet the requirements. The final ballot will consist of no more than five nominees for Miss CECHS and five nominees for Mr. CECHS. The election for Miss CECHS Homecoming Queen will follow the same criteria as Mr. and Miss CECHS.

Signs

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

Clubs

CECHS offers clubs for students to participate. Participating in clubs is a great opportunity for students to get involved at Coahoma Early College High School. All clubs must have prior approval and must have a CECHS staff member as the sponsor. In addition to clubs, CECHS encourages students to use their voice and to make the learning environment more enjoyable. CECHS is devoted to teaching tomorrow's leaders today. This includes having monthly meeting with the student council of Coahoma Early College High School.

The Student Council and Teachers

Developing a spirit of partnership and co-operation between a Student Council and teacher has benefits for both. The Student Council can play an important role in recognizing the work of staff.

- **I. Student Body President**
 - A. Represent the student body at school and civic events and other meetings.
 - B. Be responsible for coordinating the interviewing, selection and functioning of committee chairpersons and task forces.
 - C. Supervise the functioning of the elected student body officers.
 - D. Develop the agenda for and preside over the meetings of the Student Council.
- **II. Student Body Vice-President**
 - A. Represent the student body at school, civic events, and other meetings as requested by the president.
 - B. Coordinate the work of committees.
 - C. Preside over Student Council meetings in the absence of the president.
- **III. Student Body Secretary**
 - A. Maintain the student body files.
 - B. Prepare agendas for meetings.
 - C. Take and distribute minutes of meetings.
 - D. Represent the student body at school, civic functions, and other meetings as requested by the president.
 - E. Type material for student body officers and committee chairpersons as needed.
- **IV. Student Body Treasurer**
 - A. Coordinate the preparation of the annual budget.

- B. Present the proposed budget to the Student Council for adoption.
 - C. Maintain financial records of the student body.
 - D. Prepare financial reports for meetings of Student Council.
 - E. Assist the bookkeeper with sales, as necessary.
 - F. Coordinate fundraising projects for the student body.
- **V. Student Body Class Representatives-(9th-12th grade)**
 - A. Responsible for representing their class with information pertaining from meetings.
 - B. Must adequately and fairly represent the class members.
 - C. Represent the interests of all members of the class.

Student Social Events

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

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

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

Sportsmanship

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

Cafeteria

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

Solicitations and Fund-Raising

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

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

Visitors

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

Title I: Parent Right to Know

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

Acceptable Use of Internet and Other Electronic Resources

The Coahoma Early College High School (CECHS) recognizes the value of computer and other electronic resources to improve student learning and enhance the administration and operation of its schools. To this end, the Coahoma Early College High School encourages the responsible use of computers; computer networks, including the Internet; and other electronic resources in

support of the mission and goals of the Coahoma Early College High School.

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

Coahoma Early College High School Rights and Responsibilities

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

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

Staff Responsibilities

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

User Responsibilities

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

comply with all of the provisions of this policy.

Acceptable Use

1. All use of the Internet must be in support of educational and research objectives consistent with the mission and objectives of the CECHS.
2. Proper codes of conduct in electronic communication must be used. In news groups, giving out personal information is inappropriate. When using e-mail, extreme caution must always be taken in revealing any information of a personal nature.
3. Network accounts are to be used only by the authorized owner of the account for the authorized purpose.
4. All communications and information accessible via the network should be assumed to be private property.
5. Subscriptions to mailing lists and bulletin boards must be reported to the system administrator. Prior approval for such subscriptions is required for students and staff.
6. Mailing list subscriptions will be monitored and maintained, and files will be deleted from the personal mail directories to avoid excessive use of fileserver hard-disk space.
7. Exhibit exemplary behavior on the network as a representative of your school and community. Be polite!
8. From time to time, the CECHS will make determinations on whether specific uses of the network are consistent with the acceptable use practice.

Unacceptable Use

1. Giving out personal information about another person, including home address and phone number, is strictly prohibited.
2. Any use of the network for commercial or for-profit purposes is prohibited.
3. Excessive use of the network for personal business shall be cause for disciplinary action.
4. Any use of the network for product advertisement or political lobbying is prohibited.
5. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network.
6. No use of the network shall serve to disrupt the use of the network by others. Hardware and/or software shall not be destroyed, modified, or abused in any way.
7. Malicious use of the network to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system is prohibited.

8. Hate mail, chain letters, harassment, discriminatory remarks, and other antisocial behaviors are prohibited on the network.
9. The unauthorized installation of any software, including shareware and freeware, for use on CECHS computers is prohibited.
10. Use of the network to access or process pornographic material, inappropriate text files (as determined by the system administrator or building administrator), or files dangerous to the integrity of the local area network is prohibited.
11. The CECHS network may not be used for downloading entertainment software or other files not related to the mission and objectives of the CECHS for transfer to a user's home computer, personal computer, or other media. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of CECHS.
12. Downloading, copying, otherwise duplicating, and/or distributing copyrighted materials without the specific written permission of the copyright owner is prohibited, except that duplication and/or distribution of materials for educational purposes is permitted when such duplication and/or distribution would fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC).
13. Use of the network for any unlawful purpose is prohibited.
14. Use of profanity, obscenity, racist terms, or other language that may be offensive to another user is prohibited.
15. Playing games is prohibited unless specifically authorized by a teacher for instructional purposes.
16. Establishing network or Internet connections to live communications, including voice and/or video (relay chat), is prohibited unless specifically authorized by the system administrator.

Disclaimer

1. The CECHS cannot be held accountable for the information that is retrieved via the network.
2. Pursuant to the Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.), notice is hereby given that there are no facilities provided by this system for sending or receiving private or confidential electronic communications. System administrators have access to all mail and will monitor messages. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
3. The CECHS will not be responsible for any damages you may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by our own negligence or your errors or omissions. Use of any information obtained is at your own

risk.

4. The CECHS makes no warranties (expressed or implied) with respect to:

- the content of any advice or information received by a user, or any costs or charges incurred as a result of seeing or accepting any information; and
- any costs, liability, or damages caused by the way the user chooses to use his or her access to the network.

5. The CECHS reserves the right to change its policies and rules at any time.

GRADUATION REQUIREMENTS FOR SPECIAL EDUCATION (SPED) STUDENTS

SPECIAL EDUCATION (SPED) STUDENTS – RECOMMENDED GRADUATION REQUIREMENTS

OPTION I: TRADITIONAL DIPLOMA OPTION

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

SECTION 504/Americans with Disabilities Act

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

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

CECHS acknowledges its responsibility under Section 504 to prohibit discrimination in its policies and programs regarding students, personnel, and campus visitors. Discrimination against any person with a disability will not knowingly be permitted in any program or practice of the school district.

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

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

COMPUTER NETWORK AND INTERNET USE RULES

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

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

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

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

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

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

BELL SCHEDULES

REGULAR BELL SCHEDULE – A/B & Modified Block

<i>Monday/Wednesday/Friday A-Days</i>	<i>Tuesday/Thursday B-Days</i>
1 - 8:00 – 9:25	5 - 8:00 – 9:25
2 - 9:30 – 10:55	6 - 9:30 – 10:55
Advisory Period – 11:00 – 11:30	Advisory Period – 11:00 – 11:30
3 – 11:35 – 1:30	7 - 11:35 – 1:30 (Lunch)
4 – 1:35 – 3:00	8 - 1:35 – 3:00

Wednesdays – November 11, 2020 & February 22, 2021 – Delayed Start Days

<i>Delayed Start Schedule</i>	
1	10:00 – 10:55
Seminar	11:00 – 11:30
2 (Lunch)	11:35 – 1:00
3	1:05 – 1:55
4	2:00 – 3:00

<i>Activity Schedule</i>
1 - 8:00 – 9:00
2 - 9:05 – 10:05
3 – 10:10 – 11:10
Seminar - 11:15 – 12:50 (Lunch)
4 – 12:55 – 1:55
Activity Period – 2:00 – 3:00

If activity occurs on a B-day, then we will follow the B-day schedule. The activity will begin at **2:00 pm** during the 4B class time.

STUDENT INTERNET USE CONTRACT

Grades 9 – 12

(This is a legally binding document)

First Name: _____ Last Name: _____

Current Grade Level: _____ Date: _____

STUDENT CONTRACT AGREEMENT

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

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

CONTRACT

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

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

Student's Name (please print): _____

Student's Signature: _____

INTERNET USE PARENT OR GUARDIAN SIGNATURE FORM

Grades 9 - 12

(This is a legally binding document)

Student's Full Name (Please Print): _____

Current Grade Level: _____ Date: _____

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

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

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

Initial One:

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

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

Parent or Guardian (please print): _____

Signature: _____ Date: _____

COMPLIANCE STATEMENT

Educational Amendments: 1964, 1972, Others

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

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

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

Coahoma Early College High School

Acknowledgement Form 2020-2021

Parents and Students,

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

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

Student's Name: _____
(Please print)

Grade: _____ **Date:** _____

Student Signature: _____

Parent's Name: _____
(Please print)

Parent/Guardian Signature: _____

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

COAHOMA EARLY COLLEGE HIGH SCHOOL CORPORAL PUNISHMENT CONSENT FORM

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

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

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

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

Student's Signature: _____

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

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

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

Parent's Signature

Date

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

Parent's Signature

Date

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

CECHS Student/Parent Agreement **(Statement of Assurance)**

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

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

Student Photograph

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

_____ YES _____ NO

Student Name

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

_____ YES _____ NO

Student Schoolwork

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

_____ YES _____ NO

School Name _____

Student Signature _____

Signature of Parent or Guardian _____







Date Signed _____

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










2020 – 2021 Home School Compact

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











As a student, I _____ will: Date _____

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








As a parent, I _____ will: Date _____

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

As a teacher, I _____ will: Date _____

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

As a principal, I _____ will: Date _____

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

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

Coahoma Early College High School

Consent Form for Administration of Medication

To: Parent/Guardian:

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

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

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

Name of Student _____ Date of Birth _____

School _____ Teacher/grade _____

To Be Completed by Physician

Name of medication(s): _____

Specific time to be delivered _____

Dose to be delivered _____

Length of time each medication is to be administered _____

Printed Name of Physician

Signature of Physician

Date

To be completed by parent

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

Parent Signature

Date

This form does not require a notary seal.