

# **NORTH DELTA ALTERNATIVE SCHOOL**

“The School of Great Possibilities”



## **PARENT & STUDENT HANDBOOK OF POLICIES & PROCEDURES 2013 – 2014**

Dr. Darron L. Edwards, Superintendent  
Sherry T. Ellington, Principal

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Board of Trustees**

2013-2014

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Dr. Tracy Mims, Secretary  
Mr. Charles George, Member  
Ms. Lucinda Berryhill, Member  
Mrs. Cora Hooper-Towers, Member  
Mr. Robert Tyner, Attorney

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Henry Hampton, Shop Foreman  
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Elvis Goodman, Maintenance Associate  
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Tawanda Shannon, Counselor  
Lela Bibb, Secretary  
Harold Lewis, School Safety Officer

Phone: (662) 375-8392

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Office of the Superintendent  
**WEST TALLAHATCHIE SCHOOL DISTRICT**

**Welcome to North Delta Alternative School, the School of Great Possibilities!**

**You are reading this message because you have been given the opportunity to use and adhere to positive behaviors to help you achieve in life.**

***GOALS: TO CREATE A CULTURE OF POSITIVE BEHAVIORS AND SUPPORT, AND PERFORM AS A HIGH PERFORMING SCHOOL***

**Our staff has been carefully selected to help you stay focused on being respectful, responsible, and ready to follow procedures to attain your goals in life.**

**We have an exciting, rigorous, learning environment planned for the school year. *COMMON CORE STANDARDS ARE HERE!* This means students *MUST learn* and perform at higher rates of learning.**

**\*The District has adopted the Accelerated Reader Program. *STUDENTS MUST R-E-A-D TO SUCCEED!* Practice reading each day!**

**\*Students are required to master the same objectives and take the same state assessments as students in the regular educational setting.**

**\*Students are provided counseling, rap and reflection sessions, leadership opportunities, career guidance, and interventions to facilitate success.**

**\*STUDENTS MUST ADHERE TO SCHOOL STANDARDS FOR EXCELLENCE.**

**Let's work together as a team so you may return to the regular classroom prepared for success!**

**Best wishes for a successful school year!**

## *FROM THE PRINCIPAL'S DESK*

August 8, 2013

Dear Students and Parents,

It's time for school! I want to welcome our new and returning students to North Delta Alternative School. I hope you are excited and ready for a great year filled with learning and fun!

This handbook contains essential information regarding our school and school rules as well as important Board of Education policies. I hope that you find it a helpful resource.

We desire the best for every child, and we look forward to partnering with you to help our children be their best. Success isn't accidental. It is the result of a focused team effort, and everyone has a part to play if we are to achieve our goals and reach our potential. Students...come to school expecting to learn and willing to work hard. Our staff will provide the quality instruction that you deserve and that your parents expect. Parents...encourage your children often and have regular conversations with them about school and their work. Parental involvement shows children that school is important and that you are committed to their success. I encourage you to volunteer regularly with your child's teacher. Together, we can accomplish great things!

As stated in district's mission, we are all part of the family of the West Tallahatchie School District. We focus on learning, and we will achieve our greatest success by supporting one another in a respectful and caring environment. I'm glad that you are a part of the North Delta Alternative family, and I know that each child will have a fantastic educational experience this year.

Sincerely,

Sherry Thomas Ellington, Principal

WEST TALLAHATCHIE SCHOOL DISTRICT  
2013-2014 SCHOOL CALENDAR

2013

New Staff Orientation	Thursday & Friday-August 1-2
Teacher/Staff Professional Development	Monday –Wednesday- August 5-7
<b>Students Report</b>	<b>Thursday-August 8</b>
Board Meeting	Tuesday-August 13
Open House/Get Acquainted (RHB)	Monday-August 26
Open House/Get Acquainted (WTHS)	Tuesday-August 27
Open House/Get Acquainted (NDAS)	Wednesday-August 28
Labor Day	Monday-September 2
Progress Reports	Thursday-September 5
Board Meeting	Tuesday-September 10
Early Release Day @ 1:00 p.m.	Wednesday-September 11
Family Exhibition Day (No School)	Friday-September 27
Common Core Assessments	Wednesday-Friday October 2-4
Begin 2 <sup>nd</sup> Nine Weeks	Monday- October 7
Board Meeting	Tuesday-October 8
Homecoming-Early Release @ 1:00 p.m.	Friday-October 11
Parent Report Card Day	Monday-October 14
Early Release Day @ 1:00 p.m.	Wednesday-October 23
Early Release Day @ 1:00 p.m.	Wednesday-November 6
Progress Reports	Thursday-November 7
Board Meeting	Tuesday-November 12
Early Release Day @ 1:00 p.m.	Wednesday-November 20
Thanksgiving Break	Monday-Friday –November 25-29
Board Meeting	Monday-December 10
Common Core Assessments	Wednesday-Friday-December 18-20
Christmas Holidays	Monday-December 23-January 3 <i>End of 1<sup>st</sup>-Semester -81/93 days</i>

2014

Professional Development for Teachers	Monday-January 6
Students Report	Tuesday-January 7
Report Cards Sent Home	Thursday-January 9
Board Meeting	Tuesday-January 14
Early Release Day @ 1:00 p.m.	Wednesday-January 15
MLK Holiday	Monday-January 20
Early Release Day @ 1:00 p.m.	Wednesday-January 29
Progress Reports	Thursday- February 6
Board Meeting	Tuesday-February 11
Early Release Day @ 1:00 p.m.	Wednesday-February 12
President’s Day	Monday-February 17
Early Release Day @ 1:00 p.m.	Wednesday-February 26
Common Core Assessments	Wednesday-Friday-March 5-7

Spring Break	Monday-Friday-March 10-14
Board Meeting	Tuesday-March 11
Early Release	Wednesday-March 26
Parent Report Card Day (No School)	Monday-April 7
Board Meeting	Tuesday-April 8
Progress Reports	Thursday-April 10
Early Release Day @ 1:00 p.m.	Wednesday-April 16
Good Friday & Monday	Friday & Monday-April 18 & 21
Senior Awards Day	Friday-May 9
Seniors Final Common Core Assessments	Monday-Tuesday-May 12-13
Board Meeting	Tuesday-May 13
WTHS Graduation	Saturday-May 17
GED Option Program Graduation	Sunday-May 18
Memorial Holiday	Monday-May 26
Final Common Core Assessments	Friday, Tuesday & Wednesday-May 23, 27-28
Students' Last Day	Wednesday- May 28
Teachers' Last Day	Thursday-May 29
	<i>End of 2<sup>nd</sup> Semester- 91/94 days</i>
Total Student Days	180
Total Teacher Days	187

*Board Approval: May 14, 2013*

## **North Delta Alternative School Parent and Student Handbook of Policies and Procedures**

**This manual contains the policies and procedures that govern the operation of the North Delta Alternative School.** These policies are intended to give direction to the educational process of the North Delta Alternative School and provide guidance to staff, students, and parents as they carry out their responsibilities. All policies and procedures shall be interpreted in conjunction with the policies and provisions of the West Tallahatchie School District's Policy Manual. The West Tallahatchie School District's School Board may at any time add to these policies and procedures in its ongoing efforts to meet the unique needs of the North Delta Alternative Program.

The North Delta Alternative School does not discriminate on the basis of race, sex, color, religion, national origin, or handicap in its educational programs nor activities.

### **School Hours**

North Delta Alternative School hours of operation will be from 7:30 a.m. until 4:00 p.m., Monday-Friday.

### **Visitors**

**Visitors are welcome.** Upon entering the building, all visitors must sign-in, go to the principal's office, and receive permission to go to a designated area of the school building. No visitor is permitted to go directly to the classroom to confer with staff or student unless accompanied by the principal. Students are not permitted to bring **friends/associates** to the school campus for the purpose of visiting.

There are many times when we have visitors in our schools, some for the first time. It will improve the personal image and that of the school if the staff offers to give directions to any visitor you might see in the building. Please be polite and helpful to all visitors in showing them how to get to the principal's office. **Courtesy is not expensive and will pay off in the long run.**

### **North Delta Alternative School Policy**

All West Tallahatchie School District policies, rules, and regulations will apply to students assigned to the North Delta Alternative School. All participating districts will adhere to the West Tallahatchie School District's school calendar when referring to the alternative education school scheduling. Students assigned long term suspension or students who have a history of behavioral problems will be given first consideration for assignment.

## **Assignment of Students to the North Delta Alternative School**

Students will be assigned to the North Delta Alternative School upon referral from his/her home school. The assignment must have the approval of the home school's superintendent. Each student shall ordinarily be assigned to the alternative school for a minimum period of 45 days, from and after the date of such assignment, and each student may be reassigned for additional days as may be necessary and appropriate. **Students assigned to North Delta Alternative School must be present and in the building for the assigned number of days.**

## **Mission Statement of the North Delta Alternative School**

The North Delta Alternative School program is designed to serve students in need of an alternative learning setting who might otherwise be assigned to long-term suspensions or be expelled from their home school. It is the purpose of the North Delta Alternative School Program to provide learning opportunities that, as nearly as possible, are equal to those available in the regular classroom setting while assuring a highly disciplined, well-structured environment. Counseling will be provided to bring about desired behavioral changes in order that the student will be able to return to the regular class setting with a positive perspective and to function in a manner compatible with the expectations of teachers and administrators.

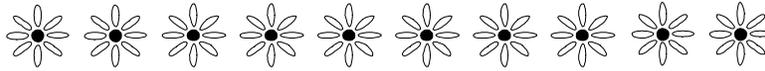
## **VISION OF THE NORTH DELTA ALTERNATIVE SCHOOL**

The North Delta Alternative School will build successful partnerships with students, parents, and communities to meet higher academic standards and develop characteristics of productive citizens.

## **Goals for Students in the North Delta Alternative Program**

1. Develop and demonstrate characteristics indicative of a positive self concept (acceptable behavior, cooperative attitude, respect for self and others).
2. Complete all assignments (academic and otherwise) as thoroughly and accurately as possible.
3. Participate in individual and group counseling sessions.
4. Abide by all rules and regulations of the North Delta Alternative School and policies of the North Delta Alternative School Advisory Board.

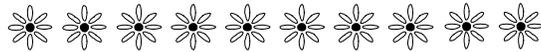
**NORTH DELTA ALTERNATIVE SCHOOL CONSORTIUM  
2013-2014**



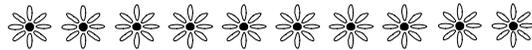
**Coahoma Agricultural High School  
Clarksdale, MS**



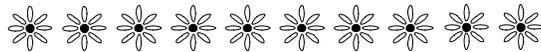
**Coahoma County Schools  
Clarksdale, MS**



**North Panola Schools  
Sardis, MS**



**Quitman County Schools  
Marks, MS**



**West Tallahatchie Schools  
Webb, MS**



## **Procedures for Student Referral to the Alternative School from a Student's Home School**

1. The school principal and/or counselor completes the enrollment packet that contains a multitude of records, i.e, disciplinary records, attendance records, applicable completed referral forms, interventions, demographic profile, emergency information, Individualized Instruction Plan (IIP), Individualized Education Plan (IEP) etc. to substantiate the referral.

The home school Transition Committee reviews data and makes the final decision to:

- Try another intervention
  - Remain in regular school setting
  - Refer to alternative school
2. If the Transition Committee decides to refer the student to the alternative school, the home school Transition Committee will arrange a time for a meeting with the parent/guardian and student. At this meeting, the home school will provide the necessary forms required for placement at the alternative school, explain the recommendation and placement, and obtain the required signatures for placement.
  3. The Superintendent reviews information and approves/disapproves the referral. The information will then be sent to the North Delta Alternative School.
  4. The referral folder is given to the appointed district personnel to document referrals and forward information to the North Delta Alternative School. The assigned district personnel will complete the referral packet checklist to assure that all information required is submitted. **The packet must be received at North Delta Alternative School at least three days before the student is scheduled to enter.**
  5. Upon approval of the Transition Committee, the building principal will send the parent/guardian a letter giving information on check-out from the home school and transfer to the North Delta Alternative School.
  6. **Upon approval for admission from the North Delta Alternative School, parent/guardian and student are required to complete orientation with the North Delta Alternative School principal/personnel on or before the student's first day of attendance at North Delta Alternative School.**

## **Procedures For Reinstating A Student To His/her Home School From North Delta Alternative School**

1. The principal and/or counselor of the North Delta Alternative School compiles disciplinary records, attendance records, applicable completed referral forms, behavioral modification strategies, etc. on each individual student to substantiate the referral.
2. The exit evaluation committee of the North Delta Alternative School reviews data and makes decisions on each student using the following criteria to substantiate reinstatement of the student to his/her home school.
  - Return to home school at the end of assigned period
  - Must stay no less than the assigned days from date of entry unless requested to return back to home school by home school principal.
  - Must have an average of 65 or higher in all classes during the assigned time period of enrollment.
  - Must have accumulated no more than five (5) unexcused absences during the assigned time period of enrollment.
  - Must have accumulated no more than three (3) disciplinary referrals during the assigned time period of enrollment.
3. If the exit evaluation committee decides to refer the student back to his/her home school, the principal of the home school is notified prior to the student's date of return.
4. The student's referral folder is given to the counselor of the North Delta Alternative School to complete all information that is to be forwarded to the home school. The counselor will complete the referral checklist to assure that all information required is submitted.
5. The principal reviews information and approves/disapproves the student's referral. The information will then be sent to the student's home school.
6. Upon approval of the exit evaluation committee, the building principal will send the parent/guardian a letter giving information on his/her child's check-out from the North Delta Alternative School and transfer back to the home school.

### School and Central Office Emergency Numbers

North Delta Alternative School.....	(662) 375-8392
Central Office of Coahoma County Schools.....	(662) 624-5448
Central Office of Coahoma Agricultural High School.....	(662) 621-4130
Central Office of Panola County Schools.....	(662) 487-2305
Central Office of Quitman County Schools.....	(662) 326-5451
Central Office of West Tallahatchie Schools.....	(662) 375-9291

### Student Attendance

The right to attend the public schools places upon students the accompanying responsibility of faithful attendance. It is important for all students to be in school and on time everyday that school is in session. Regular attendance is essential for a student’s successful progress in the instructional program. Regular attendance helps to develop good study habits, punctuality, self-discipline and a sense of responsibility.

The parent/guardian is expected to call the school by 9:00 a.m. on the day his/her child is absent from school.

Regardless of whether the absence from North Delta Alternative School is excused or unexcused, work missed must be made up within the time set by the teacher and/or principal. After any absence, a student is expected to bring a written excuse on the day he/she returns to school. Any student with excessive absences may be required to remain additional days at the alternative school. **Students attending the North Delta Alternative School may be absent from school a maximum of five (5) days within the assigned time to be eligible for return to his/her home school at the end of the assigned period.**

### Attendance Requirements

**The Mississippi Compulsory School Attendance Law provides that:**

1. “Every child who has attained or will attain the age of five (5) on or before September 1<sup>st</sup> of the calendar year and who has not attained the age of seventeen (17) years on or before September 1<sup>st</sup> of the calendar year shall attend school.
2. Compliance with this provision will be monitored and students having “unlawful absences” will be reported to a school attendance officer.
3. 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 which such child is eligible to attend or such child has accumulated five (5) unlawful absences during the school year, the principal or school superintendent shall report such absences to the school attendance officer.

## Compulsory School Attendance Law

Mississippi Law requires all persons between the ages of 5 and 17 to enroll in and attend school.

The only absences excused are:

- \*A school activity
- \* Isolation by the State Board of Health
- \* Death or serious illness of a family member
- \* A court proceeding
- \* A religious activity (requires approval from the superintendent)
- \* Other absences previously approved by the superintendent

Consequences:

1. If you have more than five unexcused absences, the principal of your school is required to report this to the school attendance officer.
2. The school attendance officer will attempt to get you back in school by conducting home visits and working with you and your parents or guardians.
3. If you do not return to school as requested, the school attendance officer can file an action in court against you and your parents and order you to return to school.
4. For an absence to be excused, parents must send a note or a doctor's excuse to school when a child has been absent from school due to illness.

## ORIENTATION

Parents/guardians and students enrolled at North Delta Alternative School will be orientated on the policies and procedures of NDAS on or before the student's first day of attendance at North Delta Alternative School. This orientation is to help parents/guardians and students better understand the school's philosophy, rules, and expectations. **The parent/guardian and the student must attend the orientation with the student on or before the student's first day of attendance.**

## STUDENT SUPPLIES

Each student is required to bring paper, pencil and/or ink pen to school each day. Paper must be kept in a plain folder. Students are NOT allowed to bring book bags, notebooks with

zippers, purses, nor any type carrying case on the school bus or North Delta Alternative School. Any student found in violation of this policy will be issued a disciplinary notice.

## **RADIOS, TAPE RECORDERS, CASSETTES, COMPACT DISC PLAYERS, CELLULAR PHONES**

Students are not allowed to bring radios, tape recorders, cassettes, compact disc players, cellular phones nor any such items to school because these items disrupt classes. Any student found in violation of this policy will be issued a disciplinary notice and points toward exit evaluation will be subtracted. A parent is required to schedule a conference with the principal to pick up such item that his/her child have brought to school or on the school bus. If the parent does not schedule the conference, the item will be returned to the child upon his/her last day at North Delta Alternative School.

**\*First offense:** The device will be taken from the student and held for a period of ten (10) days and a \$20 fine will be charged. The device will be released back to the student's parent/guardian when these two requirements have been met.

**\*Second offense:** The device will be held for the remainder of the school year. The device will be returned to the student or the parent five (5) working days after the last day of school for students.

## **TEXTING**

Texting is prohibited by teachers and students.

## **EMERGENCY INFORMATION**

In case of emergency, each student is required to have on file at the school office the following information:

1. Parent(s) or guardian(s) name(s)
2. Complete and up-to-date address
3. Home phone and parent(s) work phone number
4. Emergency phone number of friend or relative
5. Physician's name and number
6. Medical alert information
7. Authorized person(s) allowed to pick up child

**\*If at any time during the school year a change of address or telephone number is made, the parent/guardian and/or student should report the change to the office immediately.**

## **MEDICAL INFORMATION**

Parents should make the school aware of any student's medical problems. Students who must take medicines during school hours must follow the following procedures:

1. Turn the medicine in to the secretary upon arrival at school;
2. Have the medicine in the original bottle/package with the original directions;
3. Have a signed note from parent/guardian or original instructions from the doctor;
4. Report to the principal's office at the time the medicine is to be taken.

School employees may not administer medicine in the classroom nor to any student unless the school has the appropriate form signed by the doctor. ALL medicines, over-the-counter and prescriptions must be administered in the principal's office.

## **ILLNESSES**

If a student becomes too ill to remain in class, the school will contact the parent or guardian by telephone and recommend that the child be picked up. For this reason, it is so important that the school has an updated, working phone number on the registration form. However, transportation cannot be provided for sick children. If the student is ill, please do not send him/her to school. A student that contracts a contagious disease or condition, such as pink eye, chickenpox, ringworm, impetigo, or head lice will be sent home from school and must remain home until the condition or disease is corrected with documented proof of release from a physician stating the child is released to return to school.

If a student is pregnant, documented proof of pregnancy and delivery by a physician's written statement is required for the student to return to school.

**STUDENT UNIFORMS  
MANDATORY SCHOOL UNIFORM REQUIREMENTS**

**Adopted April 2004**

Research indicated that uniform attire enhances school safety, improves the learning environment, reduces tension between students, promotes good behavior, improves a child's self respect/self esteem, and results, most times, in a cost savings for families. Based on the benefits associated with wearing school uniforms, the West Tallahatchie County Board of Education has made school uniforms mandatory for students in grades K-12 that began for the school term 2004-2005.

**North Delta Alternative School  
Student Code of Conduct**

**Dress Code**

*Students are required to dress in the school uniform each day.*

**Shirts**

- Solid white only;
- Two or three buttons polo style uniform shirt with collar;
- Shirts must have no logos or symbols;
- Undershirts must be solid white with no writing;
- Shirts must be tucked in at all times; No midriff or shortcut shirts;

**Pants/Skirts/Shorts/Capris**

- Khaki bottom;
- Pants must have belt loops;
- Shorts and skirts cannot be shorter than two inches (2") above the knees.
- Low riders and cargo pants are not allowed;
- No pockets down the legs, no strings or zippers on the legs;
- Pants must be worn on the waist at all times (no sagging);
- Corduroy pants or jeans are not allowed;
- Bike pants, cut up clothing that are ragged or full of holes are not allowed;
- Shorts worn over pants are not allowed;
- Mini-skirts/dresses are not allowed;
- Warm-ups and jogging pants are not allowed;
- Clothing with lewd and offensive language and/or symbols is not allowed;
- Colors that identify or relate to gangs or groups are not allowed;

**Belts**

- ✓ Belts must be black or brown with no symbols (dress style);
- ✓ A belt must be worn at all times;
- ✓ Belt buckles must be the same size as the belt;

**Shoes**

- Shoes must be solid white, solid black or solid brown;
- Shoes must be worn at all times;
- Shoestrings must match shoes;
- House shoes, thong like shoes, flip flops, crocs, baby doll shoes, sandals, soft netted shoes are not allowed;
- Shoes with laces must be laced and tied;
- Shoes with Velcro must be fastened;
- Leather shoes are permitted;

### **Socks**

- Socks must be worn at all times;
- Socks must be black, white or brown (no symbols);

### **Coats/Jackets/Bandanas**

- Pullover jackets, hooded or sweatshirts are not allowed;
- Jackets/coats must open in the front; No red jackets/coats;
- Jackets/coats must be a solid color without symbols;
- Jackets with gang symbols are not allowed (skulls, pitchforks, stars, money, crowns, etc.);
- Caps are not allowed;
- No bandanas or doo-rags are allowed;

### **Hair**

- Hair must be neatly groomed at all times;
- No symbols or designs cut in hair are allowed;
- Males are not allowed to wear braids, twists, or dreadlocks;

### **Book bags/Back Packs/Purses**

- Book bags/back packs/purses are not allowed on the bus or in the building;

### **Jewelry**

- Jewelry is not allowed;
- Males are not allowed to wear earrings;
- Money and valuable items are not allowed;

### **Consequences:**

- 1<sup>st</sup> referral      Conference with student and contact parent/guardian (telephone conference);
- 2<sup>nd</sup> referral      One (1) day home suspension; Parent/guardian must return student for a conference with the principal.
- 3<sup>rd</sup> referral      Three (3) days home suspension; Parent/guardian must return student for a conference with the principal.
- 4<sup>th</sup> referral      Five (5) days home suspension; Parent/guardian must return student for a conference with the principal.

### **Cellular Phones/Electronic Devices**

- No cell phones or electronic devices are permitted.
- **1<sup>st</sup> Offense: Three (3) days out of school suspension and parent/guardian must pick up the electronic device.**
- **2<sup>nd</sup> Offense: Five (5) days out of school suspension and parent/guardian must pick up the electronic device after the student has completed the required days assigned to the North Delta Alternative School.**
- **3<sup>rd</sup> Offense: Ten (10) days out of school suspension and parent/guardian must pick up the electronic device at the end of the school year.**

*Any violation of dress code **and other rules and regulations** will result in a student receiving a disciplinary notice that will be placed in his/her file and reviewed during the exit evaluation for a return to home school.*

## **CURRICULUM**

The curriculum and instructional methodology address the needs of the student through Individualized Instruction Plan (IIP) or Individualized Education Program (IEP), for students with disabilities. These programs emphasize academic performance, behavior modification, functional skills, and career education.

\*Academic performance is defined as the achievement level of each assigned student.

\*Behavior modification is a structural process that must be implemented to help modify student behavior.

\*Functional skills are defined as the current abilities that students must possess when they are assigned to the alternative program. These may include such skills as reading level, grade level, etc.

\*Career education should be viewed as an integral part of assisting students with preparation and planning careers during and after school, post secondary, vocational skills, or military.

The curriculum will also include a component for teaching socially acceptable behavior. In addition, the district provides certified staff in the core subjects areas: (Math, English, Science, and Social Studies).

## **INSTRUCTION**

The North Delta Alternative School will deliver instruction in accordance with the following standards:

\*Curriculum and instructional practices shall reflect high expectations for students.

\*Curriculum shall address cultural and learning style differences.

\*Instructional activities shall be consistent with the written curriculum and appropriate for the student's developmental style.

\*Instructional materials shall be age appropriate, functionally appropriate, and of high interest level for students.

\*Sufficient instructional materials, supplies, and equipment shall be available to deliver the instructional program.

\*The instructional program shall be delivered in a climate that is conducive to learning.

\*The instructional program shall include educational and workforce development opportunities.

## **RESPONSE TO INTERVENTION (RTI)**

RTI is a practice of academic and behavioral interventions designed to provide early, effective assistance to underperforming students. Research based interventions are implemented

and frequent monitoring is conducted to assess student response and progress. When students do not make progress, increasingly more intense interventions are introduced.

## CLASS SCHEDULES

### *Regular Day Schedule*

PERIOD	TIME
1 <sup>ST</sup>	8:15-8:45
2 <sup>ND</sup>	8:46-9:55
3 <sup>RD</sup>	9:56-11:06
4 <sup>TH</sup>	11:07-12:59
5 <sup>TH</sup>	1:00-2:18

### *60% Day Schedule*

Teacher	1 <sup>st</sup> Period (8:15 – 8:45)	2 <sup>nd</sup> Period (8:46- 9: 35)	3 <sup>rd</sup> Period (9:36-10:20)	4 <sup>th</sup> Period (10:21–11:41)L	5 <sup>th</sup> Period (11:42-12:30)
Beasley	9-12 Girls	7-8 Girls	7-8 Boys	9-12 Boys	9-12 Girls
Hopkins	9-12 Boys	7-8 Boys	7-8 Girls	9-12 Girls	9-12 Boys
Ellis	7-8 Girls	9-12 Boys	9-12 Girls	7-8 Girls	7-8 Boys
Resneck	7-8 Boys	9-12 Girls	9-12 Boys	7-8 Boys	7-8 Girls
Love	SPED	SPED	SPED	SPED	SPED

## GRADING SYSTEM

The school session of North Delta Alternative School, in accordance with the policy of the West Tallahatchie School District, is divided into two semesters. Each semester is further divided into two (2) nine weeks terms for a total of four (4) nine weeks terms for the year. Students may enter North Delta Alternative School at any time during the school year. Grades for the time the student was enrolled in the alternative school will be forwarded to the home school and a copy mailed to the parent or guardian if the student finishes the school year enrolled at North Delta Alternative School.

## GRADING

Successful completion of exit requirements will be based upon a student's mastery of his/her Individual Instructional Plan (IIP). The student's IIP shall be developed based on the

state required competencies forwarded from the home school and should be taken from the Mississippi Curriculum Frameworks and the subject matter skill taught in the classroom with an average 65 or above in each class. Students must master 65% of the competencies and skills with a 65% minimum.

Teachers shall record students' grades in his/her grade book. Grades will be recorded from daily lessons, special projects, students' self-assessments, class participation and etc. The following guidelines should be followed:

- a. There should be four (4) grading periods of nine weeks duration.
- b. A minimum of three major tests shall be recorded for each student in each academic course in grades 5-12 during each nine weeks grading period, unless the principal grants written permission.
- c. Semester averages will be computed using two nine weeks grades divided by two (2). The yearly grade shall be averaged using the two (2) semester grades divided by two.
- d. Students with a current eligibility in special education and a current Individualized Education Plan (IEP) on file will receive grades reflecting the students' achievement on the instructional level on which he/she is functioning. All persons involved in reporting and using these grades will clearly understand that a high grade does not necessarily mean that a disability no longer exists. A high grade will accurately reflect that a student is performing well, based on what is expected of the student with a given disability.
- e. A minimum average of 50 will be recorded and assigned to each student at the end of the first three grading periods if the student's average is below a 50. The student's true average will be recorded and assigned to the student only at the end of the fourth grading period.

#### **TO AVERAGE GRADES:**

- For Nine Weeks: Daily grades (including tests) count three (3) times and Nine Weeks Tests counts one (1) time.
- For Semester: Add two (2) nine weeks and average by dividing by two (2).
- For Year: Add two (2) semester averages and divide by two (2).

## **ACADEMIC HONOR ROLL**

### **GRADES 5-12**

#### **Superintendent's List**

>> All A's: No lower than a 90 in all subjects.

#### **Principal's List**

>> All A's and B's: No lower than 80 in all subjects.

#### **Honor Roll**

>> Student must have a minimum overall average of 80.

All academic honors will be forwarded to each student's home school along with the record of grades while assigned to North Delta Alternative School.

## **CLASSES IN THE SPECIAL EDUCATION CURRICULUM**

The West Tallahatchie School District provides special education and related services to students who are eligible based on the regulations of the Individuals with Disabilities Education Improvement Act of 2004 (IDEA 2004) and the Mississippi Department of Education. The Department of Special Education is committed to ensuring a free appropriate public education for each student in the least restrictive environment.

Grades for special education students will be assigned based on mastery of specific objectives as outlined in each student's Individualized Education Plan (IEP) for each grading period.

Students with a Special Education ruling will be instructed in the appropriate educational setting(s) as indicated in the student's IEP. Those students whose IEP stipulates self-contained placement will be instructed in the Special Education classroom, and those whose IEP stipulates inclusion will be instructed in the regular classroom with assistance as stated in the IEP.

## **CLASSES IN THE REGULAR EDUCATION CURRICULUM**

Grades for special education students assigned to regular classes will be based on the successful completion of the assigned work in the regular class with or without tutorial assistance as determined by the students' IEP from the Special Education Resource program and staff.

## **REPORT OF STUDENT PROGRESS**

The North Delta Alternative School believes that one of the most critical responsibilities of the school is the clear and accurate reporting of the student's progress to the student and his/her parent(s) / guardian(s). A progress report of the student's work in each class will be sent home to parent(s)/guardian(s) at the end of every two weeks of work. All progress will be reported using numerical averages.

## **EXIT EVALUATION**

At the end of the assigned time period, each student's progress will be reviewed and recorded on his/her Exit Evaluation Form. Information required for review includes the student's grade in each class, disciplinary records, and attendance records.

If the Exit Evaluation Committee decides to refer the student back to his/her home school, the principal of the home school is notified prior to the student's date of return.

Upon approval of the Exit Evaluation Committee, the building principal will send the parent/guardian a letter giving information on check-out from the North Delta Alternative School and transfer back to the home school.

### **Report Cards**

Report cards will be sent home to the parent/guardian at the end of each Nine Weeks Grading Period. A copy of the student report cards will also be sent to the office of the principal at each student's home school, and a copy placed in the counselor's file at the North Delta Alternative School. In all subjects in grades 5-12, numeric averages shall be used on report cards to report student achievement. Numerical averages that do not compute to whole numbers shall be rounded. A chart providing information for converting numerical grades to letter grades will be provided on the report card.

A: 90-100	Excellent
B: 80-90	Good
C: 70-80	Average
D: 65-69	Below Average
F: 64 and below	Unsatisfactory
I: Incomplete	

Students assigned to the North Delta Alternative School must earn a passing grade in all subjects while they are assigned at the alternative school. Upon the exit evaluation of the final grade for each student, any student who receives a grade below 65 in any subject will not be approved for return to his/her home school.

Copies of student grade reports shall be forwarded to the home school from the North Delta Alternative School for recording on the cumulative record at the end of each Nine Weeks grading Period. All students' cumulative records shall be maintained and completed at the home school and kept on file in compliance with Mississippi Department of Education's regulations, state laws, and that school district's board policies.

## **PROMOTION AND RETENTION**

Promotion and retention remains the responsibility of the home school, in accordance with the policies and procedures set forth by its school board. The North Delta Alternative School shall forward grades to the home school of each student at the end of each Nine Weeks Grading Period. In the event that a student does not meet the criteria to return to his/her home school at the end of the year, the home school will notify the North Delta School of the student's grade placement for alternative school placement.

## **Discipline**

It is the opinion of the North Delta Alternative School Consortium that discipline should be administered with understanding, firmness, and consistency and in a fair manner at all times. Consideration should be given to the cause, nature and frequency of the misconduct, along with the behavior that caused the student(s) home school to make a determination for alternative school placement. Discipline problems should be handled by the teacher if possible and should be used as a means improving the pupil in the fundamentals of self-control, good work habits and sound citizenship that will enable him/her to be successful in the regular school environment upon exit from North Delta Alternative School. Any infraction serious enough to disrupt teaching and learning should be dealt with in a consistent manner. Infractions that disrupt the classroom to a point where the teacher is not able to continue teaching shall warrant notification of security to report to the classroom or area for immediate removal of the student(s). Once removed the teacher shall immediately forward the disciplinary report to the principal's office to insure fair and proper resolution to the infraction.

## **Code of Conduct**

As a guide for teachers and principals, the West Tallahatchie School District's Board of Trustees hereby adopts the following discipline procedures and regulations:

1. Administrators and the teachers shall hold students to strict account for disorderly conduct at any school, on the way to and from school meetings, programs, functions and activities, and upon school buses.
2. The superintendent or principal of any school may suspend any pupil from the North Delta Alternative school, but such suspension shall be reported promptly to the student's home school.
3. The superintendent or the principal of any school shall have the power to suspend a pupil for reason for which such pupil might be suspended, dismissed or expelled by the District's Board of Trustees.
4. The superintendent or principals are authorized to institute appropriate disciplinary action including immediate suspension, if warranted, of any student for disorderly conduct including,  
But not limited to the following:
  1. Fighting
  2. Bullying
  3. Illegal drugs
  4. Alcoholic beverages
  5. Fireworks, explosives or incendiary material
  6. Knives, firearms, slingshots or any other weapon
  7. Pornographic material
  8. Stolen property
  9. Tobacco
  10. Cards or gambling paraphernalia
  11. Noise making devices
  12. Other disruptive materials
  13. Other materials possession of which is punishable by law
  14. Disorderly conduct

15. Harassment, intimidation, or threats
  16. Disruption of school operations, functions, programs, or activities
  17. Disobedience
  18. Insubordination
  19. Insulting language or behavior
  20. Obscene behavior
  21. Vandalism
  22. Malicious mischief
  23. Theft
  24. Damage of property
  25. Leaving class, school program, or meeting without permission
  26. Public indecent display of affection
5. The carrying of a weapon will result in recommended expulsion from the North Delta Alternative School with a recommendation back to the home school for a determination of action to be taken.
  6. A student suspended by the superintendent or principal shall be entitled to a hearing. Review of this case in accordance with the policies set forth by Board of Trustees of the student's home school.

### **FIGHTING**

- 1<sup>st</sup> Offense: Five (5) days out of school suspension and parent/guardian must bring student back to school to clear suspension.**
- 2<sup>nd</sup> Offense: Ten (10) days out of school suspension and parent/guardian must bring student back to school to clear suspension.**
- 3<sup>rd</sup> Offense: Recommendation for expulsion.**

### **VULGAR LANGUAGE AND GANG GRAFITTI**

- 1<sup>st</sup> Offense: Three (3) days out of school suspension and parent/guardian must bring student back to school to clear suspension.**
- 2<sup>nd</sup> Offense: Five (5) days out of school suspension and parent/guarding must bring student back to school to clear suspension.**
- 3<sup>rd</sup> Offense: Ten (10) days out of school suspension and parent/guardian must bring student back to school to clear suspension.**

### **Search/ Frisk:**

Students are pat searched/frisked every morning by designated school personnel. Female students are searched by female employees and male students are searched by male employees. Searches are confined to outer garments which include belt, collar, pockets, shoes, and socks. The search also includes books, coats, folders, jackets, tablets, and any other item in the student's possession.

### **Tattoos:**

Tattoos must be covered at all times. Students will be required to wear long sleeve shirts to cover any exposed tattoos.

## **CONDUCT AND SAFETY ON SCHOOL BUSES**

Free transportation for pupils who qualify under the law is a service provided by the North Delta Alternative School Consortium and must be regarded as a privilege for students. It is expected that those who ride the school buses will conduct themselves as good citizens at all times. Those who exhibit uncontrollable behavior problems shall be recommended to have the privilege of

riding the school bus denied. The cooperation of all students is needed to maintain proper conduct at bus stops and on school buses in route to and from school. The following rules and guidelines shall be followed:

1. Pupils shall not extend arms or other parts of the body out of the bus windows.
2. Nothing should be thrown in the bus or out of the windows.
3. Pupils should be on time for the bus pick-up. On days when road conditions are bad, the bus may not arrive on the exact time schedule.
4. Pupils should take a seat on the bus without disturbing other passengers and remain seated at all times while the bus is moving.
5. Pupils should keep noise levels very low. Remember that loud talking, loud laughing, or unnecessary confusion can momentarily divert the bus driver's attention and may result in causing a serious accident.
6. Smoking is not allowed on the bus by students or staff.
7. Pupils should not approach the bus walking nor running while the bus is in motion.
8. Pupils will not be permitted to use profane, threatening, nor vulgar language on the school bus.
9. Pupils will not be allowed to bring knives, box cutters, weapons, nor any object that can be used to cut, mutilate, or deface persons or property on the bus. These items are strictly prohibited from the bus and school premises.
10. Pupils who get aboard the bus at home are not allowed to get off the bus before the bus arrives at school. This means that they will not use the bus to visit other schools, go shopping, go the health department, doctor's office, nor visit relatives, friends, and etc.
11. Pupils will not be allowed to threaten, bully, harass, nor physically attack (fight) other students.
12. Pupils exiting the bus and crossing the highway to get home shall pass in front of the school bus. Pupils must wait to cross the highway until they have been given the signal by the crossing guard or bus driver.
13. The bus driver is in charge of those riding on his / her bus. The law gives the bus driver authority to keep order on the school bus and hold him / her responsible. The bus driver will report all misconduct on the part of the students to the principal's office immediately upon arrival at the school.
14. Pupils will not be allowed on parked school buses during school hours.

All infractions of the above rules and guidelines by pupils will subject them to a suspension from school, suspension from transportation services, and / or a conference with the parent or guardian.

The school principal shall be responsible for disciplining pupils reported to him / her parent or guardian, the principal may deny the student the privilege of riding the school bus.

Questions and inquiries regarding discipline shall be directed to the principal of the school.

Questions and inquiries regarding pick-up and drop-off stops, routes, and student eligibility must be directed and principal at the child's home school.

### **DISCIPLINARY PROCEDURES FOR MISCONDUCT ON THE BUS**

The following disciplinary procedures will apply in cases of misconduct by students on the school bus:

**FIRST OFFENSE:** Warning and / or conference with the parent or guardian.

**SECOND OFFENSE:** Suspension from the school bus for a period of three (3) days and a conference with the parents or guardian.

**THIRD OFFENSE:** Suspension from pupil transportation services for a period of five (5) days and a conference with the parent or guardian.

**FOURTH OFFENSE:** Possible suspension from pupil transportation for the remainder of the school semester or school year.

**NOTE:** The above policy does not apply to fighting, alcohol, and drug offenses.

### **GUIDELINES FOR BEHAVIOR**

1. Be courteous.
  2. Follow directions.
  3. Stay seated.
  4. No unauthorized communication.
  5. No physical contact.
  6. No profanity.
  7. Remain on task assigned by the teacher, at all times.
  8. Unfinished work becomes homework, to be turned in the following morning.
9. Leave personal reading materials at home unless prior approval is given by the teacher.
10. Progress reports are to be carried home and returned signed every two weeks.

The North Delta Alternative School staff will advise students of other specific rules as needed. The best rule for judging appropriate conduct is....

*“When in doubt, ask the proper authority before doing.”*

## **CONSEQUENCES**

Consequences are only necessary when a student choose not to follow the rules and expectations. Factors affecting the consequences include severity of violation and / or the number of violations documented. The consequences include:

1. Issuing a verbal warning
2. Reducing points from daily total
3. Dropping from Level II to Level I
4. Home suspension (Parent conference required upon return)
5. Extended assignment time at the North Delta Alternative School
6. Suspension from the North Delta Alternative School pending recommendation of expulsion by the school board of the home school.

### ***SPECIAL NOTE:***

*IF A VIOLATION IS SEVERE ENOUGH TO WARRANT EXTREME ACTION, LAW ENFORCEMENT OFFICERS, WILL BE CALLED AND THE STUDENT WILL BE PLACED UNDER ARREST.*

## **GENERAL INFORMATION**

### **MENTORING**

Mentoring/tutoring is a program that pairs at-risk students with administrators, teachers, community stakeholders, and other staff members. Also, retired teachers and Faith-Based Organizations' members will be recruited in order to offer tutorial services to students who are in need of help; both academically and behaviorally. Students meet at different times throughout the week/school year with mentors.

### **ACCELERATED READER**

The West Tallahatchie School District has adopted the Accelerated Reader program. Accelerated Reader (AR) is a daily progress monitoring software assessment in wide use by primary and secondary schools for monitoring the practice of reading. All students enrolled in the West Tallahatchie School District will participate in the AR program as part of the classroom instruction. The program is a web-based (internet program) that provides additional information to students regarding reading rates, amount of reading, and other variables related to reading that will be used by teachers to direct instruction and improve student reading ability.

### **GUIDANCE AND COUNSELING**

Students enrolled in North Delta Alternative School will receive weekly individual and group counseling sessions to assist in the modification of behavior(s) that warranted placement of students in the alternative school.

### **CHARACTER EDUCATION**

Character Education is a national movement creating schools that foster ethical, responsible, and caring young people by modeling and teaching good character through an emphasis on universal values that we all share such as Anger Management, Conflict Resolution, Trust, Respect,

Responsibility, etc. All students at North Delta Alternative School will participate in Character Education classes every week.

### **AWARDS**

Awards programs are conducted at the end of each nine weeks grading period to recognize and motivate the students to excel academically and behaviorally each grading period and to celebrate student successes throughout the school year.

### **TESTING**

All students enrolled in public schools participate in state-mandated testing in grades 3-12. In order to participate in the testing, students enrolled at North Delta Alternative School will return to their schools of origin during testing. No state-mandated tests are administered at North Delta Alternative School.

### **SUBSTITUTE TEACHERS**

Substitute teachers and all district employees deserve and will be treated with respect at all times. Any verbal or nonverbal refusal to comply with a lawful direction given by staff will result in a referral with an administrative sanction.

### **FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974**

In accordance with the family education Rights and Privacy Act of 1974, the North Delta Alternative School hereby gives notices to all parents, legal guardians, and students eighteen years of age attending the NDAS that the following information: the student's name and photograph; address; telephone listing; date and place of birth; photographic images of the student participating in regular classroom or school authorized activities; participation in officially recognized activities and sports; weight and height of members of athletic teams; dates of attendance; degree and awards received; and the most recent previous educational agency or institution attended by the student.

Directory information will be published and released by the District/School without prior consent of the parent, legal guardian, or student 18 years or older, unless the parent, legal guardian, or student 18 years of age or older notifies the District/School that the above mentioned directory information should be released without prior written consent of the parent, legal guardian, or student 18 years of age or older.

### **ENTERING AND LEAVING THE BUILDING**

Students will get off the bus without talking.

Students will enter the building in a single file line; pass through the metal detector while remaining silent. All jackets, hats, or other parcels will be turned over to a staff member.

Students will proceed to the designated area. Appointed staff will do a pat search that is followed by a wand scan. The student will remain silent unless giving a response to a direct question.

Students will use the restroom and report to the classroom. If it is not 8:15 a.m., the student will remain in the area that is designated by the supervising staff member.

At the end of the day, students will remain seated in the classroom until dismissed to board the bus. Students will proceed to the security's desk and retrieve any item(s) that is to be returned at the end of the day i.e. keys and other approved items. Students will leave the building and board the bus in single file without talking.

### **DEPARTMENT IN THE BUILDING**

Students are to be supervised at all times. The student can be out of his/her desk only with the permission of the teacher or other staff. When given permission to move out of the seat, the student will go directly to the area to which he/she has been given permission to move. The student will walk to the area without talking or communicating in any way with other students.

The student will not touch or make gestures to other students. The student will return to his/her seat in the same orderly way. Students should talk only with permission of the teacher.

### **RESTROOM USE**

Before classes each morning, the student will be given permission to use the restroom or get water. There will be limited use of the restroom facilities after class has started. After classes have started, teachers are encouraged to allow students to use the restroom **ONLY** during planned breaks. If a student is given permission to leave the room for any reason, the teacher must first secure permission from security to allow the student to leave the room.

If there is a medical reason why the student needs to use the restrooms more often, the parent/guardian needs to call the school and inform the principal of this. If this condition is permanent, the student must bring a statement from his/her doctor to that effect.

### **LUNCH**

Lunch is provided to the students by the West Tallahatchie School District's cafeteria located at West Tallahatchie High School. Students entering the alternative program will be required to fill out a lunch application. A determination will be made as to the status (Free, Reduced, and Full Price) of the student's lunch. If the status of the student requires him/her to pay for lunch, the student will bring the amount that is needed to pay for lunch. The money must be turned in to a staff member during check-in and kept in the principal's office.

### **CHECK-OUTS**

Only the parent or guardian who has legal custody of the student or their designee may check that student out of school. Check-outs are for emergencies, doctor/dental appointments, or court scheduled appointments. When a student is checked-out, the parent/guardian or designee must come in the building and sign a form that documents who, when, and why the student is being checked out. This procedure protects the student as well as the school.

### **PARENT/GUARDIAN VISITS TO THE ALTERNATIVE SCHOOL**

Legal guardians and parents who have custody of a student at the Alternative School are encouraged to visit the school any time they wish. It is preferable, but not necessary, that the parent/guardian calls ahead of time so the staff can be sure there is someone who can take time to talk and show the parent around. Formal parent/guardian conferences are arranged through the principal. Parental/guardian visits are encouraged to show the student that parent/guardian and the school are interested in his/her development and transition back to his/her home school.

### **PARENT/GUARDIAN CONFERENCE**

From time to time, parents or legal guardians of students at the North Delta Alternative School will be asked to attend a conference with the staff at the school. The staff will attempt to accommodate the parent/guardian in regards to setting the time for the meeting.

Failure to attend a conference could result in a report being made to legal authorities as required by Senate Bill 3349, Section 14. The failure to attend a conference is a misdemeanor and punishable by fine.

### **HARRASSMENT/SEXUAL HARRASSMENT/BULLYING/HAZING/DISCRIMINATION**

North Delta Alternative School staff is committed to maintaining an educational environment that protects and promote dignity, individual worth, and mutual respect for each individual, and is free from harassment. Students who bully, haze, harass, discriminate against others, falsely accuse others or retaliate against those investigating or reporting such behaviors may be suspended or recommended for expulsion from the Alternative School program.

### **EMPLOYEE/STUDENT RELATIONSHIPS**

Employees should maintain a professional relationship at all times with all students inside and outside of the classroom.

Employees should not communicate unprofessionally with students through written (Facebook, texting, e-mailing, tweeting, etc) or oral communication.

Unethical conduct by an employee/student is prohibited in the workplace setting.

HB641 specifies legal duty for the superintendent to report misconduct of an employee involving students and provides criminal penalties for failure to report such incidences.

### **ITEMS**

North Delta Alternative School is not responsible for damaged, lost or stolen items.

### **NORTH DELTA ALTERNATIVE SCHOOL Weather and Security Drills/Procedures**

**Tornado Drill:** When the signal (**Bullhorn: three long rings**) is given, students will walk in a quiet orderly manner into the hallway and kneel on the floor close to the sides of the wall with head toward wall and hands crossed over head. They should remain quiet as the teacher calls the roll. A signal (**Bullhorn: one long ring**) will be given when it is time to return to the classroom. Students will not be dismissed from school during the time a tornado warning is in effect. If students are on the bus, they will be unloaded and brought back into the building.

**Tornado Watch:** Conditions are favorable for a tornado or severe weather; Be alert. Take no action.

**Tornado Warning:** Tornado has been sighted; Take shelter immediately.

**Fire:** When the signal (**Bullhorn: one long ring**) is given, students will walk orderly in a single file line out of the building and assemble in a designated area. A signal will be given when it is time to return to the building.

**Earthquake:** If the building or ground begins to shake, the student **MUST TAKE COVER** under a desk or table immediately. Remain in sheltered position for at least 60 seconds after tremors have ceased.

**Bomb Threat:** The personnel of the West Tallahatchie School District shall cooperate with the local police department in carrying out the procedures for dealing with bomb threats.

1. Upon the forecast of severe, inclement weather, the secretary will turn on the radio to monitor the situation.
2. Schools will be alerted of a tornado watch and warning by the superintendent's office.
3. If a warning is issued, a series of three (3) rings will signal the warning and a tornado drill will occur.
4. One (1) long blast ring of the bullhorn will indicate an end to the drill.

**Steps of Action:**

1. Teachers and assistants will instruct students to proceed to their designated positions against the wall and assume a kneeling position, heads down, hands covering the head.
2. Teachers and assistants are to close windows and doors upon leaving with their students.
3. Teachers should keep their class rosters with them during the drill and kneel behind their students to be sure that the students are following the drill procedure.
4. Teachers should verify student classroom count.
5. The all clear signal will be on long ring of the bullhorn.

**Roles:**

**Principal.....**Maintain contact with student's body and staff.

**Security.....**1. Sound alarm or give order for drill.

2. Give the all-clear signal.

**Secretary.....**Man the phones and monitor weather radio.

**Custodian.....**Serve as weather spotter during the watch and assure outside exits are closed.

**ALTERNATE LOCATION IN CASE OF EMERGENCY**

In the event of any type of disaster that requires moving staff and students to an alternate site, we will relocate to the Central Office. If there is a need to move students and staff, we will remain at this alternate location until we receive clearance from the proper officials to return to the school building.

**North Delta Alternative School Consortium  
Superintendents and Principals  
2013-2014**

**Coahoma Agricultural High School**  
Coahoma Agricultural High

**Dr. Valmadge, Superintendent**  
, Principal

**Coahoma County Schools**  
Coahoma County Jr. High  
Coahoma County High  
Friars Point Elementary  
Jonestown Elementary  
Lyon Elementary  
Sherard Elementary

**Ms. Pauline Rhodes, Superintendent**  
Mr. James Bryant, Principal  
Mr. James Bryant, Principal  
Ms. Sherry Coleman, Principal  
Ms. Jennifer Pitts, Principal  
Ms. Sherley Fields, Principal  
Ms. Xandria Keys, Principal

**North Panola Schools**  
Como Elementary  
Crenshaw Elementary  
Greenhill Elementary  
North Panola Junior High  
North Panola High

**Dr. Oscar Love, Conservator**  
Mr. Benjamin Lundy, Principal  
Dr. Mike Melvin, Principal  
Mrs. Lakeldria Pride, Principal  
Mr. Milton Hardrict, Principal  
Mr. Demond Radcliff, Principal

**Quitman County Schools**  
Quitman County Middle  
M.S. Palmer High

**Ms. Brenda Hopson, Superintendent**  
Ms. Cynthia Washington, Principal  
, Principal

**West Tallahatchie Schools**  
North Delta Alternative  
R.H. Bearden Elementary  
West Tallahatchie High

**Dr. Darron L. Edwards, Superintendent**  
Mr. Tony Young, Principal  
, Principal  
, Principal

North Delta Alternative School  
Telephone Directory of Schools  
2013-2014

**Coahoma County Schools**

	<u>Phone</u>	<u>Fax</u>
Coahoma County Jr. High	(662)627-7371	(662)627-4541
Coahoma County High	(662)627-7378	(662)627-4516
Friars Point Elementary	(662)383-2477	(662)383-4491
Jonestown Elementary	(662)358-4496	(662)358-4491
Lyon Elementary	(662) 624-8544	(662)621-8996
Sherard Elementary	(662)624-4629	(662)627-7865

**Coahoma Agricultural High School** (662)624-8045 (662)621-4672

**North Panola Schools**

Como Elementary	(662)526-0093	(662)526-5259
Crenshaw Elementary	(662)382-5803	(662)382-7122
Greenhill Elementary	(662)487-1074	(662)487-2057
North Panola Junior High	(662)526-5938	(662)526-5990
North Panola High	(662)487-1070	(662)487-2052

**Quitman County Schools**

Quitman Middle	(662)326-6871	(662)326-6300
M.S. Palmer High	(662)326-5191	(662)326-8918

**West Tallahatchie Schools**

North Delta Alternative	(662)375-8392	(662)375-0069
R.H. Bearden Elementary	(662)375-8304	(662)375-7234
West Tallahatchie High	(662)375-8829	(662)375-7402

## NORTH DELTA ALTERNATIVE SCHOOL PROGRAM CONTRACT

I understand that the North Delta Alternative Program will provide me with an opportunity to improve my academic performance, my behavior and my attitude. In this program, I will be allowed to progress academically and improve my behavior and attitude through self-evaluation and counseling.

**In order to be considered for release from the North Delta Alternative Program, I agree to:**

1. Be punctual and attend school on a regular basis and not to exceed five (5) days of absence per grading period.
2. Participate willingly in all class instruction and complete all homework assignments.
3. Maintain a grade of 60 or above in all classes.
4. Accept responsibility and the consequences for my actions.
5. Be respectful and courteous to teachers, the administrator, and the other staff members, and other students at all times.
6. Refrain from using drugs or tobacco products at school or in the vicinity of the school.

If at any time during my stay at the North Delta Alternative School, I do not follow these guidelines, I understand that I can be removed to a lower level or be referred for expulsion without services.

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Student's Signature

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Parent's/Guardian's Signature

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Date

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Date

**NORTH DELTA ALTERNATIVE SCHOOL  
NOTICE OF UNIFORM REQUIREMENT TO PARENT/GUARDIAN**

I have received a copy of the North Delta Alternative School's Notice of Uniform Requirements I understand that uniforms are being required to help ensure a safe and orderly learning environment for my child, other students and the staff during the school day.

I also understand that this notice is given to parent(s) or legal guardian(s) so that they may be fully informed regarding the uniform requirements for my child while he/she is attending the North Delta Alternative School.

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Student's Signature

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Date

**STUDENT UNIFORM REQUIREMENTS**

Students attending North Delta Alternative School are required to wear uniforms to assist in maintaining a safe and orderly learning environment. Research indicated that uniform attire enhances school safety, improves the learning environment, reduces tension between students, promote good behavior, and improves a child's self respect/self esteem, and results, most times, in a cost savings for families. Based on the benefits associated with wearing school uniforms, the West Tallahatchie County Board of Education has made school uniforms mandatory for students in grades K-12 that began for the school term of 2004 -2005. Students attending North Delta Alternative School are required to wear uniforms each day. **We ask that parents/guardians support us by having your child dressed appropriately each day.**

**All students are required to abide by the following uniform requirements:**

1. Tan khaki pants, shorts, or skirts;
2. Two (2) or three (3) buttons down white uniform shirt with a collar;  
(no undershirts are allowed as a top shirt);
3. Solid white, solid black or solid brown tennis shoes or leather shoes;
4. Shoestrings must match shoes and be in solid color;
5. Belts (dress style) must be solid black or brown;
6. Belts must be worn at all times and at waist length;
7. Belt buckles must be the same size as the belt. No symbols on belts or belt buckles;
8. No paraphernalia that may causes class disruption or enhances/promotes gang behavior;
9. Hats, doo rags, or bandanas are not allowed;
10. Pullover jackets, hooded jackets or sweatshirts are not allowed;
11. No shorts nor skirts will be worn 2" above the knees;
12. Shirt tails are to worn tucked neatly in the bottom apparel at all times;

***Any violation of dress code will result in a student receiving a disciplinary notice that will be places in his/her file and reviewed during the Exit Evaluation for return to home school.***

## STUDENT HANDBOOK NOTIFICATION RECEIPT

I have received a copy of the North Delta Alternative School Handbook. I understand that this handbook is to be given to parents or legal guardian(s) so that they may be fully informed regarding policies and procedures of the North Delta Alternative School.

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**Student's Signature**

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**Date**

### **Parental Responsibility and the Law**

- 1. Weapons Possession.** A parent may be guilty of a misdemeanor and fined up to \$1,000 and or up to six (6) months in the county jail for knowingly allowing a child (under 18) to have, own, or carry a concealed weapon. 97-37-MS Code Annotated 1972
- 2. General Responsibility for Child's Act.** A parent, guardian, or custodian of a compulsory school-age student enrolled in a public school shall be responsible for any criminal fines brought against such student for unlawful activity occurring on school grounds (fines not to exceed \$3,500). 37-11-53 MS Code Annotated 1972.
- 3. Damages.** The public school district is entitled to recover up to \$20,000 in damages in addition to any other recovery, from parents of a child (7 to 17 years of age) who maliciously and willfully damages or destroys property belonging to the School District. 37-11-53 MS Code annotated 1972
- 4. Attendance of Discipline Conference.** Any parent, guardian, or custodian of a compulsory school-aged child who shall fail to attend a discipline conference, to which such parent, guardian, or custodian has been summoned, shall be guilty of a misdemeanor and upon conviction, shall be fined not to exceed \$250. 37-11-53 MS Code Annotated 1972

Any parent, guardian, or custodian of a compulsory school-aged child who refuses or willingly fails to perform any of the duties imposed, shall be guilty of a misdemeanor and, upon conviction shall be fined not to exceed \$3,500. 37-11-53

### **Parent / Guardian(s) Receipt of Handbook**

This is to verify I have received from North Delta Alternative School a copy of my child's handbook and that I have read the rules, regulations and guidelines which includes the district's discipline plan and the Prevention of School Violence Act

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**Parent's/Guardian's Signature**

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**Date**

**PARENT'S AND STUDENT'S NOTES PAGE**



**District:** West Tallahatchie School District  
**Section:** J - Students  
**Policy Code:** JBD - Attendance, Tardiness and Excuses  
**Policy:**

### ATTENDANCE, TARDINESS AND EXCUSES

Good attendance with a minimum of tardiness and absenteeism is essential if students are to gain maximum benefit from the instructional program and attain high academic achievement. This school board directs the superintendent to develop administrative rules governing tardiness and absences (excused and non-excused). Such rules shall be based on the "Mississippi Compulsory School Attendance Law" (MS Code ' 37-13-91) and shall include (but not necessarily be limited to) expectations for good student attendance, parent responsibility, absentee limits, excused and unexcused absences, and tardiness.

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

According to a 1998 Attorney General Opinion, automatic fail provision of an absences policy may not apply against legal, excused absences. Such absences policies may not be applied against absences resulting from disciplinary suspensions if absences policies are applied to truant children who are otherwise passing, the district must afford the child procedural due process. (Attorney General Opinion, *Carter*, 1-9-98) (#183) (97-0817)

Standards 16 and 17 are as follows:

16. The school district implements procedures for monitoring and reporting student absences as specified in the Mississippi Compulsory Attendance Law. {MS Code 37-13-91} (SB Policy JBD)

17. The school district develops a dropout prevention plan and implements programs designed to keep students in school and to lower student dropout rates. {MS Code 37-3-46(c) and 37-21-9} (No Child Left Behind Act of 2001)HOUSE BILL 1350

### **School Attendance and Absenteeism; Standardize For ADA Calculations and Increase Age of Compulsory School Attendance**

- Provides that a compulsory-school-age child who is absent more than 37% of the instructional day must be considered absent the entire day
- Revises the definition of the terms "Minimum School Term" and "Average

Daily Attendance” as such terms are used for determining allocations to school districts under the Adequate Education Program

- The act shall take effect and be in force from and after July 1, 2013
- (4) An "unlawful absence" is an absence for an entire school day or during part of a school day by a compulsory-school-age child, which absence is not due to a valid excuse for temporary nonattendance. For purposes of reporting absenteeism under subsection (6) of this section, if a compulsory-school-age child has an absence that is more than thirty-seven percent (37%) of the instructional day, as fixed by the school board for the school at which the compulsory-school-age child is enrolled, the child must be considered absent the entire school day. Days missed from school due to disciplinary suspension shall not be considered an "excused" absence under this section. This subsection shall not apply to children enrolled in a nonpublic school.
- j) "Minimum school term" shall mean a term of at least one hundred eighty (180) days of school in which both teachers and pupils are in regular attendance for scheduled classroom instruction for not less than \* \* \* sixty percent (60%)sixty-three percent (63%) of the \* \* \* normal instructional day, as fixed by the local school board for each school in the school district.
- (n) (i) The term "average daily attendance" shall be the figure which results when the total aggregate full-day attendance during the period or months counted is divided by the number of days during the period or months counted upon which both teachers and pupils are in regular attendance for scheduled classroom instruction, unless a pupil's absence is excused due to participation in an activity authorized by the State Board of Education under subparagraph (ii) of this paragraph, less the average daily attendance for self-contained special education classes \* \* \*and, For purposes of determining and reporting attendance, a pupil must be present for at least sixty-three percent (63%) of the instructional day, as fixed by the local school board for each school in the school district, in order to be considered in full-day attendance.

The State Board of Education shall define those activities necessitating a pupil's absence that, for purposes of determining and reporting attendance for average daily attendance purposes, must be considered an excused absence. Such activities include, but are not limited to: official organized events sponsored by the 4-H or Future Farmers of America (FFA); official organized junior livestock shows and rodeo events; official employment as a page at the State Capitol for the Mississippi House of Representatives or Senate; subject-matter field trips; athletic contests; student conventions; music festivals or contests; and any similar school-related activity designated by the State Board of Education. The State Board of Education shall prescribe the means by which a pupil's absence due to participation in an activity authorized by the board pursuant to this subparagraph must be verified. This subparagraph (ii) shall stand repealed on July 1, 2016.

### **Student Attendance; Allow Excused Absence For Those Participating In 4-H And FFA Sponsored Events**

- Allows for an excused absence for students participating in official organized

- events sponsored by the 4-H or Future Farmers of America (FFA)
- The excuse has to be in writing by the superintendent or the Extension Agent or High School Agricultural Instructor/FFA Advisor

LEGAL REF.: MS CODE ' 37-13-91

*Mississippi Public School Accountability Standards (2004)*

CROSS REF.: Policies CED - Duties of Superintendent

JBA - Compulsory School Attendance

JBAC- Truancy

**Exhibits:**

**Regulations:**

**Adopted Date:** 9/14/2010

**Approved/Revised Date:** 8/13/2013