

Long Beach Middle School

2011-2012



Student Parent Handbook

Long Beach, Mississippi
Approved by the Long Beach District Board of Trustees, June 2011
Electronic File (LBMS Handbook)

LONG BEACH SCHOOL DISTRICT

SCHOOL CALENDAR FOR 2011-2012

August 1	First Day for Teachers
August 1,2,3.....	Prof. Development/Teacher Workday
August 4	First Day for Students/1st Nine Weeks
September 5	Labor Day Holiday
September 7	Progress Reports
October 5,6,	Exams
October 7	First Day 2 nd Nine Weeks
October 10	Fall Break
October 13	Report Cards
November 8	Progress Reports
November 9	SATP English II Writing Assessment
November 21-25	Thanksgiving Holidays
December 5	SATP English II Assessment
December 6	SATP Alegbra I Assessment
December 7	SATP U.S. History Assessment
December 8	SATP Biology I Assessment
December 15, 16 (Dec 16 is 60% day)	Exams
December 19-December 30.....	Christmas Holidays
January 2	Prof. Development
January 3	Students Return, First Day of 3rd Nine Weeks
January 11	Report Cards
January 16	Martin Luther King Holiday
February 3.....	Progress Reports
February 20, 21.....	Mardi Gras Holidays
March 1	Grades 4&7 Writing Assessment
March 7-8.....	Exams
March 9.....	First Day 4th Nine Weeks
March 15.....	Report Cards
March 21	SATP English II Writing Assessments
April 2-6.....	Spring Break
April 18.....	Progress Reports
May 1	SATP U.S. History Assessment
May 1	Grades 5 & 8 Science Assessment
May 2	SATP Algebra I Assessment
May 3	SATP English II Assessment
May 4	SATP Biology Assessment
May 8 - 10	MCT2 Assessments
May 16, 17	Final Exams
May 17 (60% Day)	Last Student Day
May 18	LBHS Graduation
May 18, 21, 22	Professional Development
May 22	Last Day for Teacher

Total Student Days = 180

Total Teacher Days = 187

Make-up Days, if Needed: October 10, December 19, December 20, January 2, February 2

******Red print represents events that are not related to the students at Long Beach Middle School******



A Message from the Administration and Faculty

Parents/Guardians,

The administration and faculty welcome you as you enter the next phase of your life – Long Beach Middle School. We are excited about you being here and we hope that you are ready to have a year full of fun, learning and great memories. During this year you will be offered opportunities to continue to grow intellectually and socially. The administration, faculty and staff of the middle school will be here to help with this development throughout the year.

The information in this handbook is of vital importance. You are responsible for understanding and adhering to its content. It is not only a book of rules and regulations but also a book of recommendations and suggestions that should help you in everyday school life. If there are any questions as to the meaning of any regulations, seek advice from your teachers, counselors, or administrators. We have an open door policy and will be glad to speak to you at any time. We are looking forward to this year, as we work together as a team to prepare these young people for their future.

Students: I hope that you enjoy every minute of the time you spend both in and out of the classroom while at LBMS. This is YOUR school and you can make it what you want it to be. The administration, teachers and staff are here to support you and help you learn to make smart decisions in your life. Please let us know if we can assist you in any way. We are excited about this year and we hope you are too.

Parents: If we can be of assistance to you at any time throughout the year please do not hesitate to call our office (864-3370) or our Guidance Office (864-9737). Thank you for allowing us to be a part of your most precious possession, your child.

Mary Jean Harvey, Principal

Gay Arnold, Assistant Principal

Forward

The purpose of this book is to acquaint pupils, teacher and parents with necessary information concerning the organization and administration of Long Beach Middle School.

The handbook should be of special help to all students. In it you will find the requirements for promotion, student organizations, school regulations, absentees, tardies, discipline and other vital information concerning our school. We urge all students, teachers and parents to read carefully the information provided, with the realization that such a booklet at its best has limitations. You are urged to contact teachers, counselors, or the principal concerning any school program. The Long Beach Superintendent of Education and the Long Beach Board of Trustees has approved this handbook.

We hope that the handbook may contribute to a better understanding and appreciation of our educational program.

******* Important Safety Notice to All Parents and Students: *******

The school campus is not opened or supervised until 7:30 a.m. and is closed at 4:30 p.m. Only students that are attending scheduled meetings will be supervised by school personnel after the 4:30 p.m. closing.



BEARCATS

Long Beach Middle School

Vision Statement

The students, staff and parents of Long Beach Middle School, in partnership with the community, will provide students with a successful academic and social transition from elementary to high school based upon state and federal grade level expectations. Our goal is to prepare all of our students to meet the challenges they face in an ever changing world.

Mission Statement

The mission of Long Beach Middle School is to design, develop and implement educational programs that meet the intellectual, social, emotional, and physical needs of each student. These programs will encourage academic development as well as prepare our students to be self-assured, self-reliant, and lifelong learners.

Beliefs

- We believe all students can learn.
- We insist students learn and we will provide guidance and support to ensure success.
- Our curriculum will be relevant, challenging, integrative and exploratory.
- A safe and supportive environment will exist in our middle school.
- Ongoing utilization of best instructional processes will be used in each subject area.
- A consistent and ongoing assessment and evaluation of our programs will promote quality learning.
- We will engage in collaborative teaming and leadership.

TABLE OF CONTENTS

2011-2012 Bell Schedule	13
97-37-13 Parental Responsibility-Weapons Possessions	28
A Message from the Administration and Faculty	3
Absences	16
Academic Dishonesty	21
Academic Excellence	21
Accessing Unauthorized Areas	25
Address Change	12
After School Detention/ After Hours Detention	30
After School Events	18
Alternative School	32
Appeal for Loss of Credit/Promotion	17
Asbestos	43
Assertive Discipline Program and Discipline Ladder	33
Assignment to Schools	12
Athletics	40
Attendance Policy	15
Automatic Expulsion Permitted	32
Band Instruments	40
Cell Phones and Electronic Devices	26
Checking Out of School	18
Checking Out of School Procedure	18
Child Find	42
Child Nutrition Program	41
Classroom Discipline	29
Classroom Rules	29
Conduct at All School Sponsored Events	25
Corporal Punishment	31
Counseling Services	22
Curriculum	22
Cyberbullying	29
Denial of Admission for Violent/Other Acts	32
Discipline	24
Discipline and Types of Consequences	30
District Administrators, Directors and School Board	9
Dress Code	37
Emergency Forms	19
Emergency Plans	39
Emergency Restroom Procedure	43
Especially for Parents	48
Excused/Unexcused Absences	16
Explanation of Terminology	15

Expulsion	32
Extracurricular Activities	40
Family Educational Rights and Privacy Act of 1974	24
Fees	43
Fire, Explosion, and Bomb Threat	39
Forms	57
Forward	4
Gangs/Gang Paraphernalia/Gang Language	35
General Information	40
General Rules of Conduct	25
Grades	21
Grading System	21
Guidance Department	63
Hurricanes	39
Important Telephone Numbers	9
In School Isolation	31
Late Check-in	17
Legal Student	15
Library	43
Lice(Pediculosis) Information	44
Long Beach Middle School Agenda	11
Long Beach Middle School Beliefs, Mission and Vision Statements	5
Long Beach School District - Acceptable Use Computer Policy	50
Long Beach School District Counselors	64
Long Beach School District Mission Statement	10
Lost and Found	44
Make-up Work	20
Media Privacy	45
Medication	44
Middle School Administration	9
Middle School Faculty and Staff	14
Mississippi Compulsory School Attendance Law	19
Morning Procedure	40
Name Privacy	45
New Graduation Requirement	45
Non-Discrimination Statement	10
Notice for Directory Information	62
Organizations / Clubs Student Council - Government	45
Out of School Suspension	31

Parent Advisory Committee	23
Parent Pick-up after School and after School Events	45
Parental Responsibility	38
Parent-Teacher Conference	23
Philosophy of Attendance	15
Possession and/Or Use of Weapons	27
Promotion Policy	21
Protecting P.E. Equipment and Valuables	46
Recording Device Policy	23
Red Alert	39
Residency Form	12
Schedule Changes	22
School Calendar	2
School Clinic Health Information and Consent Form	61
School Map	68
School Pictures	46
Search and Seizure	27
Sexual Harassment	28
Soft Drink Machines	46
State and District Tests	46
Student Conduct on School Buses	36
Substance Abuse Testing	56
Tardies	16
Teacher Support Team	23
Textbooks	47
Threats	32
Time Out	31
Tobacco Free Campus	47
Tornado or Severe Weather	39
Transferring Records	24
Truancy	17
Tuition Policy	12
Unsafe School Choice Option	65
Use of Telephone	47
Valid Excuses for Temporary Nonattendance	19
Visitors on Campus	48
Withdrawal and Transfer	24

Important Telephone Numbers

Long Beach Middle School	(228) 864-3370
Middle School Guidance Office	(228) 864-9737
Superintendent's Office	(228) 864-1146
Transportation Department	(228) 867-1775
Student Services	(228) 864-8085
Child Nutrition	(228) 864-1146

SCHOOL BOARD

Ms. Angie Johnson - President
Mr. Tim Pierce - Vice - President
Mr. James Stubbs – Secretary
Mr. Craig Carpenter- Member
Ms. Sandi Dulaney – Member

DISTRICT ADMINISTRATORS AND DIRECTORS

Ms. Carrolyn Hamilton - Superintendent
Ms. Christi Spinks- Assistant Superintendent
Ms. Jana Grenn - Director of Finance
Ms. Madeleine Lord – Director of Special Education
Ms. Deedee Hurt - Director of Food Services
Ms. Terry D'Angelo - Athletic Director
Ms. Melanie Walton – Director of Instructional Services
Dr. Tim Holland – Director of Federal Programs

MIDDLE SCHOOL ADMINISTRATION



Ms. Mary Jean Harvey - Principal
Ms. Gay Arnold - Assistant Principal



Long Beach School District

Mission Statement

The Mission of the Long Beach School District is to develop to the fullest extent each student's unique talents, abilities, skills and knowledge.

Our Mission is our T.A.S.K.

- ▶ **TALENT**: the natural endowments of a person: a special often athletic, creative, or artistic aptitude: general intelligence or mental power
- ▶ **ABILITY**: the physical or mental power to perform: competence in doing: natural aptitude or acquired proficiency
- ▶ **SKILL**: the ability to use one's knowledge effectively and readily in execution or performance: dexterity or coordination especially in the execution of learned physical tasks: a learned power of doing something competently: a developed aptitude or ability
- ▶ **KNOWLEDGE**: the fact or condition of knowing something with familiarity gained through experience or association: acquaintance with or understanding of a science, art, or technique: the circumstance or condition of apprehending truth or fact through reasoning

Non Discrimination Statement

The Long Beach School District does not discriminate on the basis of race, color, national origin, sex, handicap, religion or age in the admission to and provision of educational programs, activities and services or employment opportunities and benefits. The following office has been designated to handle inquiries and complaints regarding the non-discrimination policies of the above mentioned entities:

Kay Parker, Human Resources
Long Beach School District
19148 Commission Road
Long Beach, MS 39560
(228) 864-1146

Long Beach Middle School Agenda

Why do we issue an agenda to each student?

The School Agenda is a time management tool designed to help a student take an active part in controlling his/her academic achievement. It also serves as a tool for communication between the parent and teachers. Agendas will be checked weekly by teachers. Students will not be allowed to leave the classroom without an agenda due to hall passes being in the back of the agenda. The first agenda is provided. Supplemental agendas can be purchased through the office for \$7. Failure to have an agenda at all times could result in class participation grade being affected.

Long Beach Middle School requires every student to:

- bring the agenda to school every school day
- purchase a new agenda if lost

Students are expected to:

- record assignments in their agendas
- be aware of exactly what the teacher expects and when it is due
- keep a record of test scores, marks for assignments, projects, or presentations in the Record of Achievement

Teachers will help with time management, academic progress, and will give advice about agenda use.

In addition, this agenda may be used to:

- communicate messages from school to home
- communicate about absences and appointments
- communicate directly (by parents or teachers) through the daily communication section in the agenda.

Assignment to Schools

The Long Beach School Board of Trustees (School Board) determines the attendance area. Each pupil whose parent or guardian resides in the area served by the Long Beach School District must attend the school to which he is assigned. Long Beach has one Middle School to serve the entire district.

Children of active duty military living in base housing may attend Long Beach School District with a release from their home school district.

Residency Form

Each student must have on file at his/her assigned school verification of residency as required by state law. Verification of residency is determined by submitting any two of the following items as prescribed by the state board:

- **Filed homestead exemption application**
- **Mortgage documents or property deed**
- **Apartment or home lease**
- **Utility bills**
- **Drivers license of parent or guardian**
- **Voter precinct identification**
- **Automobile registration**
- **Affidavit and/or personal visit by a school official.**

Tuition Policy

The Long Beach School Board has adopted a non-resident tuition policy. Please contact the district office for further information.

Address Change

A parent/guardian must report, IN WRITING, any change of address or telephone number to the office as soon as these changes occurs. Your child's continued attendance in the school district is dependent on accurate residency information. Furthermore, this information is necessary for the safety and welfare of all students. A change of address will require a new residency form to be completed along with two proofs of residency. Until this information is provided, there will be no changes in the computer.

2011-2012

Bell Schedule



SEVENTH AND EIGHTH GRADE REGULAR SCHEDULE

TIME	BLOCK/ACTIVITY
7:55	First Bell/RELEASE FROM GYM
8:00 – 8:10	Channel One
8:10 – 9:05	First Block
9:08 – 10:03	Second Block
10:06 – 11:01	Third Block
11:04 – 12:24	Fourth Block
11:04 – 11:29	First Seventh Grade Lunch
11:14 – 11:39	Second Seventh Grade Lunch
11:49 – 12:14	First Eighth Grade Lunch
11:59 – 12:24	Second Eighth Grade Lunch
12:27 – 1:22	Fifth Block
1:25 – 2:20	Sixth Block
2:23 – 3:18	Seventh Block

SEVENTH AND EIGHTH GRADE ACTIVITY SCHEDULE

TIME	BLOCK/ACTIVITY
7:55	First Bell/RELEASE FROM GYM
8:00 - 8:50	First Block
8:53 - 9:43	Second Block
9:46 - 10:36	Third Block
10:39 - 12:02	Fourth Block
10:45 - 11:10	First Seventh Grade Lunch
10:55 - 1:20	Second Seventh Grade Lunch
11:25 - 11:50	First Eighth Grade Lunch
11:35 - 12:02	Second Eighth Grade Lunch
12:05- 12:56	Fifth Block
12:59 – 1:50	Sixth Block
1:53 – 2:43	Seventh Block
2:46 - 3:18	ACTIVITY PERIOD



MIDDLE SCHOOL FACULTY AND STAFF

ENGLISH

Ms. Ericka Newkirk
Ms. Tricia Jackson
Ms. Cherie Ramsey
Ms. Michelle Seal

GUIDANCE COUNSELOR

Ms. Lisa Starita

ISI

Ms. Gwen Bateman

MATH

Ms. Trena Attipoe
Ms. Ann Sizemore
Ms. Annika Stubbs-Allen
Ms. Joni Cooks
Ms. Jessica Neff

SCIENCE

Ms. Kim DeMetz
Ms. Amie Ladner
Ms. Gabrielle Flowers
TBA

OFFICE STAFF

Ms. JoLynn Perronne
Ms. Kay Ross
Ms. Debbie Knoch

READING

Ms. Amaris Evans
Ms. Brandy Zink
Ms. Talia Lock
Ms. Lacey Carmack

SOCIAL STUDIES

Mr. Rodney Fisher
Mr. Brian Rolison
Mr. William Bentz
TBA

SPECIAL EDUCATION

Ms. Debbie Kouba
Ms. Laura Gremillion
Ms. Melanie Jones
Ms. Rhonda Cochran
Ms. Susan Rowe, Aide
Mr. Gary Cassibry, Aide

ELECTIVES

Ms. Mary Kippes
Mr. Jason Morgan

INTERVENTIONIST

Ms. Mary Woodruff

SOCIAL WORKER

Ms. Michelle Eleuterius

Ms. Lisa Russell
Mr. Stephen Long
Ms. Cherie Griffith
Ms. Rita Wilson
Mr. Connie Sprinkle

LIBRARY

Mr. Allen Kelly
Ms. Carolyn Lassabe, Asst.

SCHOOL NURSE

Cindy Williams

ATTENDANCE POLICY

Philosophy of Attendance

Regular and punctual school attendance is a vital aspect of developing and maintaining a successful educational experience. Regular and punctual attendance promotes a sense of responsibility, ensures educational continuity, facilitates academic growth and prepares the student for his/her future career. Daily attendance is important both to the school and the community in that it is the measure by which the state funds are allocated to the school. While it is our belief that students have the primary responsibility for regular and punctual attendance to all classes, we recognize that parents, teachers, administrators and other school personnel share in this responsibility.

Legal Student

A legal student is one who lives with his or her parents or guardian (guardianship papers on file in the guidance office) in the Long Beach School District.

Illegal students can no longer be tolerated and upon discovery, a student illegally enrolled will be immediately removed with a penalty. A penalty is defined as including, but not limited to, the denial of grades/credit from the time of attendance at Long Beach

Illegal attendance is defined as a child attending the schools of Long Beach who has legal residence in another school district. Mississippi School Code, 1972 Section 37-15-29 states, "no minor child may enroll in or attend any school except in the school district of his residence, unless such child be lawfully transferred from the school district of his residence to a school in another school district in accordance with the statutes of this state now in effect or which may be hereafter enacted."

Children of active duty military living in base housing may attend Long Beach School District with a release from their home school district.

Explanation of Terminology

A school year is composed of two semesters. The fall semester starts in August and ends with the December break. The spring semester starts in January and ends in May. Each semester is composed of two terms - 1st and 2nd nine weeks in the fall and 3rd and 4th nine weeks in the spring. Each day's schedule is composed of 7 blocks.

Tardies

An adequate amount of time has been allotted for students to move between classes. It is the student's responsibility to get to class on time. Students are allowed three (3) minutes to pass from one class to the next. No one should be tardy. If an emergency should arise, the pupil should get an admittance slip from the teacher who knows about the emergency. Students are allowed two unexcused tardies to each class per nine weeks. On the third unexcused tardy a parent or guardian will be notified and an after school detention will be assigned by the teacher. **Subsequent unexcused tardies will result in a referral to the office:**

4th offense - office after school detention

5th offense - ISI

6th offense - OSS

This policy will be strictly enforced. If a health problem exists that would affect a student's ability to get to class, the office should be notified in writing.

Absences

Students will be allowed eight (8) absences per year excused by documentation provided by their parent, guardian or custodian. For these absences, students will be allowed to make up the work missed, provided an excuse is received by the school, in writing, no later than five (5) days after the absence occurs. For other absences, a student must provide, within five days, documentation as explained in **MS Code 37-13-91 Excused Absences** on page 16. **Only eight parent notes will be accepted per year.**

Students will not be allowed to make up work for unexcused/undocumented absences. If a student has more than **four (4)** unexcused absences for the year in a class, he/she will not receive credit for the class. If this course is Math, English, Science, Social Studies, or Reading, he/she will not be promoted to the next grade.

Excused / Unexcused Absences

An excused absence is defined in **MS Code 37-13-91**. Such absences may include: school business, illness or injury, death or serious illness in the immediate family, court proceedings and religious observance.

- Attendance at an authorized school activity with the prior approval of the superintendent of the school district or his designee.
- Illness or injury which prevents the student from being physically able to attend school. (Must have a doctor's excuse after two (2) absences per semester.)
- When isolation is ordered by the county health officer, by the State Board of Health or by appropriate school official. (Must have a note from Health Department)
- Death or serious illness of a member of the immediate family, which includes children, spouse, grandparents, parents, brothers, sisters, stepbrothers and stepsisters. (Two (2) days only, supported by a note from a parent.)
- A medical or dental appointment with prior approval of the superintendent or his designee except in the case of emergency. (Must have a doctor's excuse after two (2) absences per semester.)
- Attendance at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness. (Must have a note from the courts.)
- Observance of a religious event, with the prior approval of the superintendent or his/her

designees. (Approval should not be withheld unless, in the professional judgment of the superintendent or his designee, the extent of the absence would adversely affect the student's education.)

Absences are recorded on a class by class basis. A request for an excused absence must be received in writing within five days of the absence. Students missing five days/classes will be reported to the State Attendance officer (MS Code 37-13-91).

Appeal for Loss of Credit/Promotion

Students who miss more than the allowable number of days/classes may request a waiver for loss of credit or promotion upon exceeding the maximum number of allowable absences; it is the responsibility of the parent/guardian to request a waiver for loss of credit or promotion. The waiver request must be received in writing to the building Principal within three school days after report cards are issued; end of year waiver requests must be submitted in writing to the building Principal within one week after report cards are issued. (The Superintendent or her designee may approve delays of filing a waiver). The waiver request must explain the nature of the extenuating circumstances for the absences. A "NC" will be issued until attendance waivers are approved/declined. Any declined NC will be changed to F (50%). The waiver will allow a student to receive a credit earned; it does not allow the student to make up work missed.

Students who require more than one waiver during their high school career will be required to log seat hours to recover the credit. Each subsequent waiver will result in more seat hours required to recover the credit. In addition, appropriate documentation must accompany the completed waiver request.

On the same day when a student is absent from school, the student's parent/guardian must call the school office (864-3370) to verify the absence (this communication does not provide excuse for the absence.) **All excuses must be in writing. If a student is checked out during the day, an additional note or doctor's excuse should be provided within the five (5) day time frame.**

Truancy

Any absence is considered truant if:

- the parent/guardian was not aware that the student was absent;
- the parent/guardian was aware but chose not to inform the school; or
- the reason for the absence is not a valid excuse for temporary nonattendance according to the Mississippi Compulsory Attendance Law.

The absence is recorded as unexcused and the absence counts toward loss of course credit. The student is not allowed to make up work or tests missed. **Cutting school or class is truant. As a result, appropriate consequences will be given.**

Late Check-In

Whenever a student arrives at the office to check-in after the first twenty (20) minutes of class time has passed, an absence in that class is recorded and proper documentation must be turned in according to our guidelines. Chronic incidents of this nature will be subject to disciplinary action.

After School Events

Students that want to attend after school events (athletic contests, band competitions, school sponsored dances, etc.) must be present for at least 50% of that school day unless absence falls under the **MS Code 37-13-91 Excused Absences**.

Checking Out of School

Under normal circumstances, once a student arrives on school grounds, the student, regardless of age, is to remain throughout the entire day. To ensure that the student is being checked out with the permission of the parent/guardian, the student must have a completed emergency card on file in the school office. Only those individuals named on the student's check out card will be allowed to check a student out as long as the school speaks to a parent/guardian. Faculty or staff members are not allowed to check out any student unless he/she is an immediate family member. If a student leaves campus for any reason without following correct procedures, they will be considered truant.

The school administration will have the option of releasing a student from school if the student's parents cannot be contacted.

At the beginning of every school year, parents or guardians must complete registration forms designating the student's emergency contacts. Students will not be allowed to check out without a completed registration form. In a school setting, emergency illnesses or injuries do occur, therefore, the parent or guardian is required to provide emergency contact names and phone numbers.

Failure to do so constitutes negligence and the Department of Human Services MAY become involved.

Please keep in mind that absences are counted per block. Absences due to check out are included under the attendance policy. Parent check out does not excuse an absence. Documentation for each check out must also be submitted.

Checking Out of School Procedure

The following procedure will be followed when it becomes necessary to check a student out of school prior to the end of the school day:

- The parent/guardian must come to the school office to check the student out.
- A picture identification may be required and the parent/guardian notified before the student will be allowed to leave school if someone other than the parent/guardian is checking the child out.
- In the case of an illness where the parent or guardian cannot come to the school, a designated emergency contact may sign the student out of school if a school official contacts a parent.
- A check out form signed by a parent does not constitute a parent note excused absence

SPECIAL NOTICE: To prevent testing disturbance, students will not be allowed to check out on scheduled exam days unless there is a family emergency or a doctor's appointment that cannot be rescheduled. In the event that an exam is missed, the principal will consider the parents' request for a make-up exam. **Also, no check outs will be allowed during state testing times.**

Emergency Forms

Current emergency information will be distributed at the beginning of the school year and must be updated and promptly returned before a student will be allowed to check - out. **It is the responsibility of the parent/guardian to inform the school of any changes on the list (i.e., telephone numbers, addresses, guardianship).** These forms provide the staff with essential information about the student in case of an emergency at school.

Mississippi Compulsory School Attendance Law

Mississippi Code 37-13-91

The School Board is committed to providing the students of the Long Beach School District a performance based educational program. The School Board believes that all children can learn and that their daily attendance enhances the educational process. Therefore, in accordance with the MS Code 37-13-91, the Long Beach School District shall enforce the Mississippi Compulsory School Attendance Law.

“Compulsory-school-age children” means a child who has attained or will attain the age of six (6) years on or before September 1, of the calendar year.

An “unlawful absence” is an absence during a school day by a compulsory -school age child and is not due to a valid excuse for temporary nonattendance.

Each of the following shall constitute a valid excuse for temporary nonattendance of a compulsory-school-age child enrolled in school, provided satisfactory evidence of the excuse is provided to the superintendent of the school district or his/her designee.

Valid Excuses for Temporary Nonattendance

1. An absence is excused when the absence results from the compulsory school-age child's attendance of an authorized school activity with the prior approval of the superintendent of the school district or his/her designee. Such activities may include field trips, athletic contests, student conventions, musical festivals and similar activities.
2. An absence is excused when the absence results from illness or injury which prevents the compulsory-school-age child from being physically able to attend school.
3. An absence is excused when isolation of a compulsory school-age child is ordered by the County Health Officer or by the State Board of Health.
4. An absence is excused when it results from the death or serious illness of a member of the immediate family of a compulsory school-age child. The immediate family member(s) of a compulsory school-age child shall include children, spouse, grandparents, parents, brothers, and sisters, including step-brothers and step-sisters.
5. An absence is excused when it results from a medical or dental appointment of a compulsory school-age child where an approval of the superintendent of the school district or his/her designee is gained prior to the absence, except in the case of an emergency.
6. An absence is excused when it results from the attendance of a compulsory school-age child at the proceedings of a court or administrative tribunal if such child is a party to the action or under subpoena as a witness.
7. An absence may be excused if the religion to which the compulsory school-age child or such

child's parent adheres requires or suggests the observance of a religious event. The approval of such absence is within the discretion of the superintendent or his/her designee, but approval should be granted unless the religion's observance is of such duration as to interfere with the education of the child.

8. An absence may be excused when it is demonstrated to the satisfaction of the superintendent of the school district or his/her designee that the purpose of the absence is to take advantage of a valid educational opportunity such as travel including vacations or other family travel. Approval of such absence must be gained from the superintendent of the school district or his/her designee prior to the absence but such approval shall not be unreasonably withheld.
9. An absence may be excused when it is demonstrated to the satisfaction of the superintendent or his/her designee that conditions are sufficient to warrant the compulsory-school-age child's nonattendance.

Any parent, guardian, or custodian of a compulsory-school-age child subject to the provisions of this policy who refuses or willfully fails to perform any of the duties imposed upon him or her under the provisions of this policy, or who intentionally falsifies any information required to be contained in a certificate enrollment will be guilty of contributing to the neglect of a child and, upon conviction, shall be punished in accordance with the provisions of **MS Code 97-5-39**.

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 ten (10) unlawful absences during the school year. The principal or school superintendent shall report such absences to the school attendance officer of the youth court or family court.

The Compulsory School Attendance Law states that every child who has not reached the age of 17 years prior to September 1 of that school year **SHALL** be enrolled and regularly attend school.

Make Up Work

1. Work that has been missed during an excused absence may be made up. An absence that is verified by the parent/guardian and for which the cause is listed in the Mississippi Compulsory School Attendance Law is considered excused
2. When the absence is excused, it is the **RESPONSIBILITY OF THE STUDENT** to approach the teacher on the day following his/her absence to make arrangements to make up work.
3. If a student is absent for three or more consecutive days, work must accessed through the school webpage or by contacting our office for a copy of the assignments on our website.
4. Class assignments missed during an excused absence should be made up as follows:
 - a. Work assigned prior to absence from school is due the first day of the student's return to school unless a future date was specified at the time of the assignment was made.
 - b. Class work assigned during the student' absence must be completed and turned in after as many days as the student was absent. (absent two days, work is due in two days)
5. Work missed because of a school-sponsored activity, field trip, athletic event, music performance, is due on the day required by the teacher.
6. Make up tests will be taken as arranged by the teacher. All make-up test will be given after school.
7. If a teacher has given prior notice of a test or assignments, the student should be prepared to take the test or turn in the assignment when he/she returns to school.

Grades

Students will receive a progress report and report card during a nine-week period. End-of-year report cards will be mailed to the parents. Report cards and progress reports are to be signed by the parent/guardian and returned to his/her teacher the following day.

The grading scale is as follows:

A.....	90 - 100
B.....	80 - 89
C.....	70 - 79
D.....	64 - 69
F.....	63 or below

Grading System

Grades are determined from the following:

The daily average constitutes	40%
Test/quiz average	60%
Exam	20%.

The daily average (40%) and test average (60%) make-up the average for the quarter. The quarter grades are averaged to get the semester average (80%) before the exam (20%). The first and second semester averages will be added and divided by two to determine the yearly average. **NO EXAMATIONS WILL BE GIVEN EARLY.**

Academic Excellence

A student will receive Principal's List honors if he/she receives all A's on his/her report card. Honor Roll recognition is received for all A's and B's.

Academic Dishonesty

Academic dishonesty is defined as receiving or giving aid on any exam, written assignment, quiz, recitation or project. Academic dishonesty on the part of a student will result in an automatic zero (0) for that particular exam, written assignment, quiz, recitation or project and appropriate consequences as determined by the administration. Plagiarism is defined as using others' ideas and words without clearly acknowledging the source of that information.

Promotion Policy

In order to achieve academic excellence, promotion of students will be based on the student progress/performance. Students will be required to pass all of the major subjects.

If the failed subject is English, math, reading, social studies or science the student will automatically be retained unless, the subject is successfully completed during the extended school year if offered.

Students in grade 7 will be expected to meet benchmarks for those grades based on the Mississippi Curriculum Test given each May. Since score reports arrive in the districts mid-July, students will move on to grade 8 (unless they are retained for other reasons). Students who did not meet the benchmarks will be identified and will receive remediation during the school year.

Curriculum

Long Beach Middle School recognizes that every child should have the opportunity to realize his or her potential through a curriculum which provides for continuous student progress in the areas of academic skills, personal development, citizenship responsibility, and flexible grouping based on the changing needs of the student.

The seventh and eighth grade curriculums consist of instruction in the basic five courses - reading, social studies, English, science, and mathematics. Elective courses will be chosen from band, physical education, drama, art and music. Computer Discovery will be offered as an elective for the eighth grade only.

Students will be placed in accelerated classes based upon teacher recommendation, grades and standardized skills test. All students taking Pre-Algebra and Advanced Pre-Algebra in the 8th grade will be eligible to receive one high school credit for this course.

Any student placed in an advanced class **must** maintain at least a B average to remain in the class. Failure to maintain a B average in these classes will automatically place the student on academic probation status. In order to be removed from probation, the student must improve to a B average by the next grading period. If not, the student will be removed from the advanced class without parent permission. A grading period consists of progress reports and 9 weeks grades. **Students in Advanced Pre-Algebra may be removed without parent permission at anytime when it is deemed necessary in the best interest of the student.**

Schedule Changes

During registration, students are carefully counseled on their schedule for each year. Students are encouraged to discuss their schedule with their parents. This is done to prevent conflicts in the needs of each student. **Students will not be allowed to change their schedules except in extreme emergencies deemed necessary by the principal.** Schedule changes will be determined and made by the principal's office. When you register for a class, you will remain in that class. You will not be allowed to change a class just because you are failing or dislike the teacher.

Counseling Services

The counseling department offers personal and academic support and direction. We believe that one empathic individual can make a difference in the lives of others. We provide students with a safe place to express feelings and develop necessary life skills.

- Individual/Group Counseling
- Teacher/Administrator Consultation
- Parent Education/Consultation
- Conflict Resolution
- Classroom Guidance
- Academic

Parent-Teacher Conference

If at any time a student or parent would like information regarding student progress, achievement, or educational plans, please contact the counselor's office at 864-9737. The counselor will inform teachers to contact the parent(s) to arrange a conference time. However, use of the agenda should be the first avenue of communication between parents and teachers.

Parent Advisory Committee

In order to provide an additional means of communication between the school board and parents of the Long Beach School District, the Long Beach School Board has formed a Parent Advisory Committee. This group, consisting of representatives from each school in the district and two rotating school board members, will meet a minimum of three times a year. The purpose of this group will be to provide parents and community members an opportunity to communicate concerns and ideas for the improvement of our school district directly to the school board and provide the school board a representative view of issues from each school and the community.

This committee encourages parents to become active PTO members at their respective schools and to first direct their individual school concerns to their PTO Board. Advisory Committee members, who are active PTO members, will in turn address any concerns which cannot be handled by the individual school, or issues that might be district-wide concerns.

The committee will not address individual student or personnel issues and feels these concerns are best handled by following the proper LBSD Grievance System. Students, parents, and teachers may report a concern through the proper channels, which are as follows:

Principal > Superintendent > School Board.

Teacher Support Team

In an effort to better meet the needs of its students, the Long Beach School District has developed and implemented a Teacher Support Team at each school within the District. The purpose of the Teacher Support Team is to assist the teacher(s) in meeting the specific individual needs of a student who is experiencing academic or behavioral difficulties. If your child's teacher is referring him/her to the Teacher Support Team, your attendance will be requested.

Recording Device Policy

It is the practice and procedure of the Long Beach School District that recording of meetings between parents and school personnel will not be allowed. The only exception to this rule is that if the parent has a physical or mental disability that otherwise prohibits him/her from appropriate participation in the meeting or if the parent lacks the ability to read or write. Decisions regarding such situations will be made on a case-by-case basis.

Transferring Records

The written consent of parents or the written consent of eligible students is not required if the school includes a notice in its policies (such as a student handbook) that it forwards educational records to a school on request. This will meet the requirements of the Family Educational Rights and Privacy Act and will eliminate the need for using the parent signature cards provided by the State Department of Education. It is the policy of Long Beach School District that permanent records will not be given to the students or parents. Records will be sent upon request of the school to which the student transfers. Unofficial copies of a student's records are available upon request.

Withdrawal and Transfer

The procedure for withdrawal or transferring is as follows (24 hours in advance):

- Parent must sign withdrawal form obtained from the Guidance office.
- Students must have the withdrawal form completed by teachers, return all school books and property and make sure all fees are paid.
- Students must take the completed form to the Guidance office for final clearance.

Family Educational Rights and Privacy Act of 1974

The Long Beach School System maintains and has on file the following records on all students.

1. Cumulative Folder- Located in Guidance Office
2. Permanent Folder- Located in Guidance Office
3. Standardized Test Scores – Located in Guidance Office
4. Grades – Principal's Office, Guidance Office and Teachers
5. Attendance and Discipline – Principal's Office, Teachers and Guidance
6. Pertinent Health Information – Guidance Office
7. Psychological Reports – Guidance Office

Discipline

When people exist together, it is necessary to have rules, laws, or understandings if confusion, chaos, and even violence are to be avoided. The public school is no exception. It is logical that when parents send their children away from home for seven or eight hours daily that the institution entrusted with their care also receives the authority to regulate the conduct of each student for his/her good and for the welfare of the total group. This control of conduct denotes rules and regulations, and the processes of seeing that these rules and regulations are honored and respected at school, on the school bus, and at school sponsored activities. These rules, regulations, and processes are the code of Discipline that governs Long Beach Middle School. The purpose of a discipline program is to establish conditions under which no student will be allowed to prevent any teacher from teaching or any student from learning, to provide a climate conducive to study and learning, and to develop in each student the realization that he/she is responsible for his/her behavior. The authority to maintain discipline is affirmed by State law and decisions of the U.S. Supreme Court.

Conduct at All School Sponsored Events

Long Beach students, participants, and spectators are expected to exhibit good sportsmanship and proper behavior at both home activities and activities away from school at all school sponsored events. All school rules both behavior and dress code apply at these events. Students who fail to adhere to these regulations will be asked to leave the event and possible disciplinary action may be taken. Repeated offenses of this nature may result in being banned from all extracurricular activities.

Accessing Unauthorized Areas

During instructional times all students are expected to be in the classroom. However, on occasion the student must secure a teacher/office issued hall pass in his/her agenda to travel to another area of the campus for school related business. In these instances, students are expected to go directly to and from the location listed on the agenda hall pass, traveling by the most direct route. Students who are in unauthorized areas will be issued appropriate consequences.

GENERAL RULES OF CONDUCT

(Not Inclusive)

1. Follow all instructions from faculty and staff the first time given.
2. Do not use profane language; possess pornographic literature, or paraphernalia.
3. Do not exhibit insolent, contemptuous, belligerent behavior, or remarks.
4. Do not vandalize school property or personal property of students, teacher, administrators, or school personnel on or off campus.
5. Do not steal or have possession of stolen items.
6. Do not fight or use force against another person. **Horse playing is not permitted. This includes choke holds, wrestling maneuvers, etc.**
7. Do not instigate fighting behaviors, including verbal threats.
8. Intimidation, threatening, or coercion of students is prohibited. This is to include threats made on the internet as well.
9. Do not possess any weapon such as a knife, razor, razor blades, ice pick, brass knuckles, gun, look-a-likes or any other object that when used in a vicious manner could cause bodily harm.
10. Do not copy, cheat, allow another student to copy, or have possession of written materials in any form that might be used for such purposes. If this occurs, this action may result in a zero for all students involved.
11. Can not use, consume, possess, distribute, sale or be under the influence of any alcoholic beverage, narcotics, drugs, inhalants, tobacco, or tobacco related products, or a known or unknown substance (look-a-likes) in or near school grounds or at a school activity or event.
12. Sale or possess drugs or drug paraphernalia on or near school grounds or at a school activity is prohibited.
13. Do not make bomb threats, obscene, or abusive telephone calls to the school or school personnel or others.
14. Do not use or possess matches, lighters, fireworks, snap-n-pop, or flammable materials.
15. Only school sponsored fund raising is permitted.
16. Students will not wear, display, draw, or write any type of gang, drug, or satanic symbols or

emblems at school.

17. Racial, ethnic, or sexual slurs are not permitted.
18. Use of any electronic equipment or any other items which interrupt the learning process are prohibited. If any of the previously mentioned items are stolen at school, the administration will not investigate or demand restitution for the victim. If these items are not picked up by a parent by the end of the school year they will be donated to charity. **Cell phones/Electronic devices are not allowed on student's person or at their desk during State Testing. For more details concerning cell phones and electronic devices see page 26 and 27.**
19. Students will not destroy, delete, or perform any other type of destructive action to computer software/hardware or break any rule from the Internet Policy. Students are not to use e-mail.
20. Students will not engage in illegal computer operation of downloading anything to school computers.
21. Because of Federal Lunchroom restrictions, no candy or soft drinks may be sold on campus from 7:00 a.m. until 8:00 a.m. and 10:00 a.m. until 1:00 p.m.
22. Because of Federal Lunchroom restrictions, vending machines will be turned off during the prior times.
23. No open containers will be allowed on school grounds. Water/juice bottles are allowed for lunch purposes but only if the bottles are unopened at the beginning of lunch and the water/juice is consumed or discarded when the student leaves the cafeteria area.
24. Students will not be allowed to have inappropriate markings on the skin.
25. Students are not to walk out of class without permission from the teacher.
26. Deposit all trash in trash receptacles.
27. No gum allowed on campus.
28. Failure to observe any other school regulations not specifically stated here that have been explained by teachers/administrators or that have appeared in other publications will result in students being disciplined. The administration has a right to determine what a discipline issue is.

Cell Phones and Electronic Devices

Cell phones and electronic devices are a serious disruption to the learning environment. Cell phone or electronic device use/display is not allowed on campus during the school day. The school day is defined from the time a student arrives on campus until the final bell rings at 3:18. For example, the following incidents would be violations of the cell phone policy:

- A student checks the time on the cell phone or electronic device display
- Phone or electronic device is accidentally displayed (slips from pocket or purse, etc.)
- Parent calls student on cell phone during the school day
- Person other than student uses student's phone or electronic device (*with or without permission*)

***If a parent needs to reach a student during the day for an emergency, please call the office and the student will be immediately called to the office to contact a parent. If the call is not an emergency, a phone message will be delivered to the student at our earliest opportunity but no later than the end of the day.

Use or Possession of a Cell Phone or electronic device:

1st Offense—*Phone held in the office for a period of one week*

2nd Offense—*Phone held in the office for a period of one month*

3rd Offense—*Phone held in the office for the remainder of the school year*

Consequences:

The student will also receive more severe disciplinary consequences each time a cell phone or

electronic device is confiscated. Refusal to surrender a cell phone or electronic device to a school official when requested to do so, will result in an out of school suspension. Students are not allowed to remove batteries or SIM cards prior to giving their cell phones to a school official.

Students may not have cell phones or other electronic devices in a state testing classroom while state tests are being administered.

Search and Seizure

When a principal or his/her designee has probable cause or reasonable suspicion, the school official has a legal right and responsibility to search desks, persons, and/or vehicles for any item specifically prohibited by law and/or school board policy. A witness should be present during any search. It is not necessary to give prior warning of a search.

Possession and/or Use of Weapons

The Long Beach School District recognizes that the possession of knives, pistols, other firearms, or other weapons on school premises/property, or at school functions by persons other than duly authorized law enforcement officials, creates an unreasonable and unwarranted risk of injury or death to district employees, students, visitors, and guests. Because of such dangers, the School District hereby prohibits the possession of knives, pistols, other firearms, or other weapons in any form by any person other than duly authorized law enforcement officials on school premises/property or at school functions, regardless of whether any such person possesses a valid permit to carry such knives, pistols, other firearms, or other weapons. **(Section 97-37-17, Mississippi code of 1972)**

Any student who actually or constructively possess any real or look alike weapon, whether openly or concealed, including, but not limited to: any gun, rifle, pistol, air pistol, BB gun, revolver, shotgun, starter gun, any other firearm (loaded or unloaded, operable or inoperable), knife, dagger, star knife, Bowie knife, razor blade, sling shot, brass knuckles, nunchakus, spiked gloves, spiked armband, spiked boots, fireworks, any explosive device, tear gas, or any other weapon or dangerous instrument which imposes a danger to the safety of students, faculty and visitors on educational property of the Long Beach School District shall have the following disciplinary action imposed:

The principal shall suspend the student out of school for a period up to ten (10) days and may recommend the student for expulsion.

The proper law enforcement agency shall be called and the student shall be immediately suspended from school pending expulsion by the school board for a period of not less than one (1) year from the date of the violation of this policy with the school board retaining the prerogative to modify expulsions on a case by case basis after consideration of the totality to the circumstances; however, in cases involving a violation of this policy, the board may choose not to assign a student to the alternative school. Any disciplinary action administered in accordance herewith shall be subject to the requirements of Part B of the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act.

For purposes of this policy, education property shall include school buildings, school campus, school grounds, playgrounds, recreational areas, athletic fields, gymnasiums, restrooms, school buses, all property used and operated by the Long Beach School District for educational and

instrumental purposes, as well as property used and operated by the Long Beach School District for school sponsored events such as graduation, awards, banquets, etc.

This policy shall also apply to the following:

- Off site sponsored events;
- Any school sponsored activity;
- Travel to and from school;
- Attendance at and travel by students to participate in athletic programs, extra curricular activities, clubs, ceremonies, contests, field trips, competitions, etc.

Violations of this policy while on the campus of another institution while students may be present for purposes of participating in athletic programs, extracurricular activities, clubs, ceremonies, contests, field trips, competitions, etc.

For the purposes of the policy, firearm is defined as follows:

- Any weapon (including a starter gun) which will or is designed to or may readily be converted to expel;
- A projectile by the action of an explosive;
- The frame or receiver of any such weapon;
- Any firearm muffler or firearm silencer;
- or Any destructive device.

For the purposes of this policy, a destructive device is defined as follows:

Any explosive, incendiary, or poison gas (i.e., bomb, grenades, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or device similar to any of the devices described in the preceding clauses); Any type of weapon by whatever name known which will, or which may be readily assembled.

The superintendent (or his/her designee) shall notify the parent (and/or guardian) in writing of any student suspended for violating the weapons policy. Written notice shall also be provided to the local law enforcement agency and the Youth Court in accordance with law.

97-37-13 Parental Responsibility-Weapons Possession

A parent may be guilty of a misdemeanor and fined up to \$1000 and/or up to 6 months in jail for knowingly allowing a child (under 18) to have, own, or carry a concealed weapon.

Sexual Harassment

The Long Beach School District will not tolerate sexual harassment activity by any of its employees or students. Sexual harassment is a form of sex discrimination and violates both federal and state laws. Individuals who harass may be personally liable under civil suits.

Sexual harassment is unwanted sexual behavior of a verbal, visual, or physical nature that occurs when one person has formal or informal power over the other when the behavior interferes with learning opportunities or creates an intimidating, hostile, or offensive educational environment. Students and staff have been briefed on what sexual harassment is.

Examples of behaviors that can be sexual harassment if unwanted:

- Direct or indirect threats or bribes for unwanted sexual activity;
- Sexual innuendoes and comments;

- Asking or commenting about a person's sexual activities;
- Humor or jokes about sex;
- Making sexually suggestive remarks, gestures, jokes, or remarks of a sexual nature about the student's appearance;
- Sexual touching, pinching, brushing, or patting;
- Displaying offensive sexual illustrations in the school;
- Graffiti about a person's sexuality;
- Spreading rumors about a person's sexuality;
- Sexually referenced name calling;
- Letters, notes, telephone calls, or materials of a sexual nature;
- Stalking a person

Sexual harassment is demeaning and degrading. It affects an individual's self-esteem and can have a negative impact on performance in class. It can make an individual feel angry, powerless, and fearful. It can also cause dysfunction and pain in those who are the objects of sexual harassment and those who are not directly sexually harassed but are observers.

The fact that someone does not intend to sexually harass an individual is generally not considered a defense to a complaint of sexual harassment. In most cases it is the effect and characteristics of the behavior, not the intent of the person who is alleged to have harassed, that determines whether the behavior constitutes sexual harassment. Sexual harassment is not tolerated at Long Beach Middle School and should be reported to the school administration.

Reports of sexual harassment will be investigated and immediate corrective action and/or consequence will be issued if allegations are substantiated and parents will be notified.

Classroom Rules

The classroom rules and consequences are uniform throughout the school. Classroom procedures may differ in classes and grade levels, but the rules governing student conduct are uniform in the classroom. The Classroom Rules are as follows:

- Be courteous and respectful to everyone.
- Follow all classroom directions and procedures the first time given.
- Do not disturb the teaching/learning process.
- Keep hands, feet, and all objects to yourself.
- Be in your assigned seat, with required materials with you when the tardy bell rings.

Cyberbullying

The Long Beach School District School Board strives to provide a safe, positive learning environment for all students. Therefore, it shall be a policy of Long Beach School District to maintain an educational environment in which bullying and cyber bullying in any form will not be tolerated.

- All forms of bullying and cyber bullying by Long Beach School District students are hereby prohibited. Anyone who engages in bullying or cyber bullying behavior in violation of this policy shall be subject to appropriate discipline.
- Students who have been bullied or cyber bullied shall promptly report the incident to a staff member.

- Complaints of bullying or cyber bullying shall be investigated promptly, and corrective action shall be taken when an incident has been verified. Neither reprisals nor retaliation shall occur as a result of the submission of a complaint.
- Long Beach School District shall annually inform students that bullying or cyber bullying of students will not be tolerated.

Definitions

- Bullying and cyber bullying includes, but is not limited to, any pattern of gestures or written, electronic or verbal communication, or any physical act or any threatening communication, or any act reasonably perceived as being motivated by any actual or perceived differentiating characteristic, that takes place on school property, or at any school-sponsored function or on a school bus. (Mississippi Senate Bill 2015)
- Mississippi cyber stalking laws make it a felony to use the Internet or cell phones to threaten bodily harm or to communicate repeatedly in order to threaten, terrify or harass a person.
(Miss Codes 97-45-15, 97-45-17, 97-3-107, 97-29-45, 37-11-67, 37-11-69)

***Cyberbullying – There are 3 types of punishment according to state law:**

1. **Criminal Misconduct – 17 years and older (Felony)
16 years and younger (Youth Court)**
2. **The victim’s family can sue the bullying family with a civil law suit.**
3. **The school system may punish.**

Discipline and Types of Consequences

(A student may enter the discipline consequence at ANY step depending upon the nature of the offense)

Classroom Discipline

- Step 1: Warning
- Step 2: 30 minute After School Detention.
Notice to parent(s) in written form, telephone contact, e-mail, or through contact in agenda from the teacher
- Step 3: Student referred to the office.

After School Detention/After Hours Detention

After School Detention (ASD) is assigned by the teachers for 30 minutes (3:25 – 3:55). After Hours Detention (AHD) is assigned by an administrator for one hour after school only on Monday or Friday (3:25 – 4:25).

Students will be given a minimum of a one-day notice prior to the detention, unless the parent is notified and wants the student to serve on that day (office ASD). Notice of the ASD will be via either a written note home (that must be signed by parents and returned to the teacher) or a phone call from the teacher to parent/ guardian. Students will not be admitted to detention if they are tardy. Failure to report to detention will result in the student being assigned an office AHD. Once again the

parent will be notified by teacher in writing or phone call. Failure to attend an office AHD will result in the student receiving a day of ISI and an additional AHD. Student will not return to class until the ISI and AHD are served. After three days of ISI, the student will be suspended.

Corporal Punishment

A principal or assistant principal administers corporal punishment with a witness chosen from the certified staff. Even though the U.S. Supreme Court declared that the use of corporal punishment is legal, the administration and School Board will respect a parent's request not to have his or her child paddled. The request to paddle a child must be made in writing to administration before corporal punishment can be used. In the event that corporal punishment needs to be used, a parent/guardian will be contacted prior to the punishment.

In School Isolation

In School Isolation (ISI) is a temporary isolation during school hours. This class will allow students to continue school work in a structured setting. Students will have the opportunity to reflect upon the unacceptable behavior that placed them in ISI and the acceptable behavior that will keep them from returning to ISI. Assignment of an ISI will last the entire school day. ISI may be assigned one to nine days. Any ISI classroom disruption or refusal to do work will result in out of school suspension. Any student who does not complete the entire day of ISI will start the following day and must serve the entire day again. If a student is suspended from ISI, the student will not go back into the classroom until the entire day of ISI has been served.

Time Out

Time Out may be used where the student is removed from the classroom situation because of a disruption and is then placed in In School Isolation for that whole class period or the remainder of that class period. When the class period is complete, the student will be dismissed from ISI and continue with the remainder of the class schedule.

Out of School Suspension

The U.S. Supreme Court has ruled that a principal may suspend a student for ten days or less for violation of school rules. The court stated the following steps must be followed to insure due process:

1. The student must be given a conference with the principal or a designated representative informing the student of the charges.
2. The student must have an opportunity to present his/her side of the issue.
3. The principal may then impose suspension as needed.

An Out of School Suspension prohibits the student from attending school for one or more days. **The student will not be allowed to make-up any work and will receive no credit for all class work/tests while being suspended. Furthermore, the student will not be allowed to participate in any extra curricular school activities during this time (which includes but is not limited to, sports events, practices or games, assembly programs, school sponsored trips, music programs, dances, after school practices, club activities, etc.).** Students are not allowed on any Long Beach School District grounds for any reason during the suspension whether during in school or after school events.

In some cases where the safety of school personnel or students is involved, the principal may impose the suspension immediately. He/she should follow as soon as possible with a conference to explain the charges to the individual.

Expulsion

For student infractions that the principal determines justify expulsion, the principal will send a letter of recommendation to the superintendent and one to the parent or guardian of the student. A hearing shall be held by the school board to determine the evidence presented by the principal and to hear any rebuttal advanced by the student, parent or guardian. Although the hearing will be conducted informally, the student and parent or guardian have the right to the following: (1) have counsel present at the hearing, (2) cross-examine or otherwise pose questions to persons giving statement adverse to student, (3) offer statement by the student and parent/guardian and any other person who has information relevant to the charges advanced by the principal.

Expulsion is the total exclusion from LBMS and school related activities for the school year. Recommendation of expulsion to the School Board will occur when a student through his/her conduct continues to disrupt the teaching/ learning process, or is a danger to himself/herself or others in the school environment, or commits an act or acts in violation of local, state, or federal law.

Expulsion Notice (MS Code 37-15-9): A child or parent must now indicate on the registration form if the child has been expelled from any public or private school or is currently a party to any expulsion proceeding.

Automatic Expulsion Permitted.

The superintendent or principal has authority to automatically expel any student who possesses any controlled substance in violation of the Uniform Controlled Substances Law, a knife, handgun, other firearm, or any other instrument considered to be dangerous and capable of causing bodily harm, or one who commits a violent act on school property. The expulsion will take effect immediately subject to constitutional due process rights.

Alternative School

The Long Beach Alternative School (LBAS) is located across the street from the Long Beach High School. The District provides transportation for those students who must attend the LBAS. This step may be an intermediate step before a recommendation for expulsion. As a result of a student being placed at the LBAS, those students cannot attend or participate in any extra curricular school activities or be at any Long Beach school grounds other than LBAS.

Denial of Admission for Violent/Other Acts

If the child was expelled or is a party to an expulsion proceeding for an act involving violent behavior or violent threats, weapons, alcohol, illegal drugs, or other activity that may result in expulsion, the district is not required to grant admission or enrollment before one (1) year after the expulsion.

Threats

Threats (violent or life-threatening) made to students or employees of the Long Beach School District or bullying of students, whether verbal, written, drawn, or electronically transmitted, will be evaluated by the administration and will lead to discipline consequences. Threats or bullying will be

reported to the police if circumstances warrant.

Assertive Discipline Program

The assertive discipline program, adopted by the Long Beach School Board, is a behavioral modification plan to help create and maintain an orderly school environment. The following is a list of infractions and their consequences: **This list, however is not all inclusive.**

RULE VIOLATIONS	CONSEQUENCES STEPS
1. Open defiance of a teacher or administrator	1-5
2. Profanity or vulgarity (to include acts, gestures or symbols directed at another person)	3-5
3. Possession of or use of tobacco-related products, at or in the school or in the vicinity of the school.	1-5
4. Use, sale, or possession of drugs, or drugs paraphernalia on or near school	3-5
5. Defacing or otherwise damaging school property which may include restitution for damages	3-5
6. Fighting at school or on the way to and from school or school activities	3-5
7. Use or possession of dangerous objects, weapons or look-alikes	3-5
8. Use or possession of fireworks	3-5
9. Improper behavior in the cafeteria/school campus	1-5
10. Being in an unauthorized area	1-4
11. Improper behavior at assemblies/school activities	1-5
12. Violation of dress code-Students will meet dress code	1-4
13. Theft	1-5
14. Cutting class or truancy	1-4
15. Leaving campus without authorization	1-4
16. Gambling or possession of gambling devices	1-4
17. Harassment, intimidation, threatening of other students and school personnel. (This includes bomb threats or any other type of false or intimidating or obscene telephone calls).	1-5
18. Refusal to identify oneself properly when requested to do so by a school staff member	1-5
19. Tardies	1-4
20. Disobedient, discourteous, and disrespectful behavior	1-5
21. Refusal to report to the office when instructed to do so	1-4
22. Loitering in area near school campus	1-4
23. Other misbehavior as designated by the school administration	1-5
24. Students will not wear any type of gang emblems or symbols on campus or have in his/her possession any type of gang paraphernalia	1-5
25. Racial slurs directed at students/teacher	1-4

26. Forging a teacher's signature	2-5
27. Forging a progress report, report card, doctor's excuse or other official document	1-5
28. Failure to attend a detention	1-4
29. Use, sale, or possession of alcohol on or near school grounds or at school activity	3-5
30. Students are not to use any type of electronic devices on campus. This includes radios, CD players, pagers, beepers, phones, and scanners.	1-4
31. Students out of class without a pass	1-4

The provisions of these policies shall apply to all students during any period of time that they are under the jurisdiction of the Long Beach School Board of Education, as defined by the laws of the State of Mississippi, and /or participating in, or going to and from any school activity sponsored by the school district, and/or while under the supervision and direction of any teacher, principal, or other authority of this school district.

Discipline Ladder

STUDENTS MAY BE ASSIGNED TO ONE OR MORE OF THE BELOW LISTED CONSEQUENCES UPON MOVING TO A SPECIFIC STEP.

- Step 1: Verbal reprimand
Contact parent or legal guardian
Corporal Punishment
Time Out (Period spent in ISI)
Assignment of After School Detention
Assignment of In-School-Isolation
Removal from ladder if not referred to office for 15 school days
- Step 2: Contact parent or legal guardian
Corporal Punishment
Assignment of In-School-Isolation
Removal from ladder if not referred to office for 20 school days
- Step 3: Contact parents or legal guardian
Assignment of In-School-Isolation
Out of school suspension (One or more days)
Removal from ladder if not referred to office for 20 school days
- Step 4: Contact parent or legal guardian
In-School-Isolation (Three or more days)
Out of school suspension (Two or more days)
Removal from ladder if not referred to office for 25 school days
Other disciplinary or assignments determined by the school administration
- Step 5: Recommendation for expulsion or alternative school
A recommendation for expulsion or alternative school placement may occur at any time if the administration feels the student's conduct warrants such a recommendation

A student may enter the discipline ladder at any step depending on the severity of the conduct violation.

Contact of parent or legal guardian may be by written discipline notice, by telephone, or by parent conference.

The discipline ladder is designed to provide an incentive for the student to improve his/ her behavior through provisions of a probationary period that allows him /her to remove himself/herself from the discipline ladder by improved conduct.

A parent /guardian conference with an administrator or teacher may be required before a student can return to school after a suspension.

Failure to complete the punishment as designated will result in escalation to the next step on the discipline ladder.

Referral to the office during the probationary period prescribed in the discipline ladder will result in escalation to the next step.

Classroom rules and expectations are posted in each classroom. Teachers inform students if their behavior warrants entry on the classroom level of the assertive discipline ladder. Consequences of classroom rule infractions are posted in each classroom.

Disruptive behavior that continues to disrupt the orderly classroom environment will result in a referral to the Assistant Principal's office. Major classroom disruption or continuous minor disruptions will not be tolerated.

SPECIAL NOTICE ON DISCIPLINE:

1. A student may be assigned **ANY** discipline consequence depending upon the nature of offense.
2. The administration may administer an Out-of-school suspension for infractions which disrupts school climate and endangers the safety and health of students or staff.
- 3 Students at Long Beach Middle School are not allowed to fight (starting the fight, defending oneself, or retaliation.) Students that choose to fight will be suspended. Severe fights may result in the student(s) being handcuffed and taken by police car to the LBPD **where the police will contact the parents.** If the police are notified for a fight, a School Violence Criminal Act Form will be filed with the Long Beach Police Department.

Gangs/Gang Paraphernalia/Gang Language

Any student wearing, carrying, displaying gang paraphernalia, exhibiting behavior, gestures, or drawings which symbolize gang membership will be punished. The participation in activities which intimidate or affect the attendance of another student shall be subject to appropriate disciplinary action in the accordance with the disciplinary ladder.

Student Conduct on School Buses (Not All Inclusive)

The school bus driver is expected to maintain discipline on the school bus but his or her primary responsibility is to safely drive the school bus. Students' conduct that interferes with the safety of the bus will not be tolerated. Students are to observe the following regulations:

- Loud talking and other distracting noises are not permitted.
- Students are to remain seated while the bus is moving.
- Students are not to hang heads, legs, arms, hands, or any other object out of the bus windows
- Vulgar language, actions, and smoking are absolutely forbidden.
- No beverages or food may be consumed on the bus.
- Students will board and leave the bus in an orderly manner.
- Fighting, molesting, or harassing another student while waiting for a bus or while on the bus is forbidden.
- Students are to obey all orders of the driver and are not allowed to talk in a disrespectful tone to the driver.
- Students are to ride assigned buses, if the need arises to ride another bus; a note from parents requesting permission is required and must be signed and approved by an administrator. The student **MUST** bring the note in to the office at the **beginning of the day**.
- Students are to load buses in a single file and are not to begin loading until the bus is stopped and the door is open.
- Students and parents will be held responsible for damage to any part of the school bus.
- Students may not leave campus in order to ride another school bus.

Violations of the school bus rules may result in revocation of bus privileges. The Director of Transportation is Ms. Bonnie Maggard and may be reached at (867-1775) for any transportation concerns. Students may be removed from all school buses if deemed necessary for the ongoing safety of the driver and students. Students can be removed from the school buses for the entire school year. If a parent drives the student to school the student is expected to arrive on time. Not riding the school bus does not give the student permission to be tardy.

Dress Code

(Classrooms and All Authorized School Functions)

The purpose of the dress code is to assist students in dressing in the appropriate attire for school. It is impossible to address all instances with a list such as this. The following is a guideline. If a student's dress comes into question, the appropriateness of dress will be determined by the school administration.

- Students' dress should present a neat, well-groomed appearance.
- Patches, emblem, earrings, rings, insignias, key chains, and clothing with written slogans or pictures in poor taste will not be allowed. Inappropriate items include but are not limited to: (a) any items symbolic of gang attire;(b) clothing with logos or wording promoting / referring to alcohol , tobacco, or drugs; (c) clothing containing slogans or logos depicting vandalism, bigotry, violence, sex connotations, suicides, fraternities, sororities, secret organizations or those with double meaning.
- Wallet chains or other long chains, and chain dog collars are not allowed.
- Clothing without sleeves may be worn provided they fit snugly under the arms, are not cut low in the front or back, are not made of mesh or see-through material, and have shoulder straps of at least 1" width.
- **Extremely tight clothing or any top that is revealing will not be allowed. Any style of clothing tending toward immodesty is prohibited.**
- Clothing must not expose the midriff (**with arms raised**). No halter-tops. Caps or any other type of head covering for males or females will not be allowed in school.
- No spaghetti strapped clothing, tank tops, strapless clothing, or tube tops will be allowed.
- Any clothing that exposes any part of the underwear will not be allowed.
- Garment length may be worn to the tip of the longest finger with the arms fully extended downward. Shoulders must be in relaxed position when measuring.
- Undergarments basic to good grooming are required.
- Appropriate footwear must be worn at all times. **NO HOUSE SLIPPERS ARE ALLOWED**
- **Caps or any other type of head covering will not be allowed at school. Caps/head covering may not be visible at any time during the school day with the exception of weather related wear. If caps are visible they will be confiscated, except during periods of extreme cold where hats may be worn outdoors ONLY!**
- No unnatural hair colors or hair styles may be worn that would interfere with the learning process. i.e. green, blue, pink, orange, etc.
- Hair should be kept neat, clean, and out of eyes.
- Pants, shorts, and skirts with bondage straps may not be worn.
- Pants, short, and skirts must be worn at the waist.
- No sagging, baggy, or loose-fitting shorts or pants may be worn. Pants should not drag the ground. Shoes should be seen.
- **No pants or shorts should have slits or holes above the fingertips when arms are held one's side.**
- Pajamas or house slippers may not be worn. Cotton draw string pants may be worn if they meet all other criteria of dress code.
- Necklaces or wrist bands or jewelry of any sort that have spikes or other metal that may be dangerous are not allowed.
- Undergarments, such as boxer shorts, may not be worn as an outer garment.

- Duster overcoats will only be permitted during appropriate weather and seasons.
- “Faux halter” style tops (completely covered in the front and back, gathered at neck, only shoulders exposed) are acceptable, however, traditional halter tops are not allowed
- The administration retains the right to deny any garment that could harbor weapons or hide contraband.
- Noticeable pierced jewelry may be worn in ears only.
- Shirts of excessive length will not be allowed.

If a student does not follow the dress code, parents will be called to bring clothes to the student or the student may change clothes for the FIRST offense only. Students will be placed in ISI until proper clothes are received. Further incidents of dress code violation will result in the student being placed in ISI for the day and a parent will be contacted by administration.

After second placement in ISI the student will be subject to the discipline ladder for each infraction.

Parental Responsibility

97-37-13 **Weapons Possession** A parent may be guilty of a misdemeanor and fined up to \$1000 and/or up to 6 months in county jail for knowingly allowing a child (under 18) to have, own, or carry a concealed weapon.

37-11-53 **General Responsibility for Child=s Acts** The district=s discipline plan must be given to students and parents must sign a statement verifying notice of the plan. The plan must include statements regarding parental responsibility and penalties for failure to perform such parental duties, i.e. misdemeanor/fine up to \$3,500.00

Damages A public school district is entitled to recover up to \$20,000 in damages, in addition to any other recovery, from the parents of a child (7-17) who maliciously and willfully damages or destroys district property.

Conference Attendance A parent shall be guilty of a misdemeanor and upon conviction fined up to \$250 for failure to attend a notified conference.

Emergency Plans

An emergency evacuation plan is beyond the normal fire and tornado drill. Cooperation has been solicited from local fire, police, and civil defense officials, as well as local experts on volatile substances that could force evacuation procedures to be enacted.

Step 1 Secure the building with everyone inside and turn off the heating/air conditioning system.

Step 2 Await specific evacuation instructions from the person in charge of the situation causing the evacuation to be considered.

Step 3 Instructions will be relayed to the building principal, via the police network. These instructions will take into consideration: the wind direction, degree of urgency and danger, and available transportation.

In the event of an evacuation the staff, fire, and police departments will assist in moving the students. We must ask parents to stay away from the campus and to keep phone lines free. We cannot safely execute an emergency plan with additional people involved. The staff and students have been fully briefed on the specific plans of evacuation. We ask you to stay tuned to local news media for current information. We realize parents are going to be most anxious about the welfare of their children. Therefore, unless extenuating circumstances, the reassembly point after evacuation will be Dolphin Plaza, north of the First Baptist Church on North Cleveland Avenue. Your child may be picked up at this destination point.

Tornado or Severe Weather

A tornado watch means weather conditions are favorable for a tornado. A tornado warning means a tornado has been spotted. One continuous tone over the intercom represents a tornado warning.

All pupils are to be moved to a school hall or interior classroom. While in the halls or classroom, the pupils are to be seated near the walls with their knees brought up to the sides of the head. If students are between classes when an alert is sounded they should report to the hallway nearest their class. **Students will not be allowed to use the phone at this time.**

Hurricanes

The Long Beach School District will operate on a normal basis until a hurricane warning is issued and then the following steps will be taken: (a) Pupils will be dismissed from school immediately. (Local news media will be notified.) (b) Long Beach buses will transport pupils home.

Fire, Explosion and Bomb Threat

In case of fire or bomb threat students will immediately be instructed to go to a designated area outside, away from the buildings. Short beeps over the intercom represent a fire alarm. Under the supervision of the teacher, the students are to proceed in an orderly yet rapid manner to the designated area. The classroom door is to be closed as the students exit the room. Students are to stay with the supervising teacher and should not go to any other part of the school. In case of an explosion, pupils will be directed out of the building to a safe place

Red Alert

Red alert is a special situation in which students are notified to immediately seek shelter in the nearest classroom. Siren sound coming from the intercom represents a red alert. After halls are cleared of all students classrooms will be locked. No one is to leave the classroom until notified by the office. Students should understand that they need to get to ANY classroom immediately.

Note: Plans and instructions are posted in classrooms.

GENERAL INFORMATION

Athletics

All seventh and eighth grade students may participate in inter-scholastic sports. Long Beach Schools abide by the rule imposed by the Mississippi High School Athletic Association. To be eligible for participation as a seventh grader, a student must be promoted from sixth grade; and for participation as an eighth grader a student must be promoted from seventh grade. A pupil must pass his/her grade level by achieving at least an overall average of 70 in the **core courses*** the previous year in order to be eligible to participate during the present year. The averages will be recalculated at the end of the first semester to determine eligibility for second semester.

***Core Courses- Math, Science, Social Studies, Language Arts (Average of Reading and English)**

Extracurricular Activities

Students will also have the opportunity to participate in extracurricular activities such as Beta Club, Student Council, Annual Staff, Christians on Campus, Dance Team, and Interscholastic Sports for seventh and eighth grade students.

Morning Procedure

In the morning, before school, all 7th and 8th grade students will report to the gym. The Band hall will not be opened before school. Students in the band will place their instruments on the stage before school.

Band Instruments

The school will not be held responsible for the personal instruments of students that are left in the band hall overnight or left unattended on campus.

Child Nutrition Program

SCHOOL BREAKFAST AND LUNCH

Long Beach schools participate in The National School Lunch Program and School Breakfast Program, which are federally supervised programs with specific guidelines for meals. Each student meal is to provide 1/3 of the daily nutritional requirements for that age group and is a very good value. The minimum daily meal pattern is to include a meat or meat alternate, 2 servings of vegetable or fruit, bread, milk, and dessert when available. The minimum serving portions are regulated by the federal guidelines. According to nutritional standards, we serve whole grains, fresh fruits and vegetables at least three times weekly. We do not offer fried foods and serve only low-fat milk. We have offer vs. serve, whereby a student may choose 3 of the 5 components for lunch.

Student Lunch Cost	\$2.25	Student Breakfast Cost	\$1.50
Reduced Lunch Cost	\$.40	Reduced Breakfast Cost	\$.30
Adult Lunch Cost	\$3.00	Adult Breakfast Cost	\$1.85
Guest Lunch	\$3.25	Guest Breakfast	\$2.00
Extra Lunch	\$2.85	Extra Breakfast Cost	\$1.85

** The Child Nutrition Program does not allow schools to **charge meals** to students or teachers. The Long Beach School District has a **NO CHARGE** policy. After the third day with no money being received and no lunch being sent, the student will be sent to the office to call the parent for lunch.*

Students may purchase extra sale items only after a tray has been purchased. They may purchase extra meals, entrees, fruits and vegetables, milk, ice cream or snack items. All snack items sold are approved items from the Office of Healthy Schools. A student who brings lunch is only allowed to purchase milk, ice cream or water. No extra food sales are allowed to a student who has a negative balance on their account.

A monthly newsletter, which includes the menu is printed and sent home with your child. Please check this for any important information or reminders throughout the year.

MEAL PAYMENTS

All Cafeterias will accept advance payments for meals by check, cash or money order and on-line payments through www.schoolpaymentsolutions.com.

All **CASH PRE-PAYMENTS ON ACCOUNTS** must be sent in a sealed envelope, with the child's name, date, and amount enclosed, written by the parent. These envelopes will be kept as a record in the cafeteria. Any envelope can be used, including re-used ones, as long as it can be sealed or re-taped for security purposes. This procedure ensures accuracy in accounting and removes any burden from the teachers and children.

A check for any amount may be sent, however, any check that is returned Non-sufficient funds, will be deducted from your child's account, thereby eliminating the need to charge you additional fees for collecting. However, if this brings the accounts to a negative status, then the procedures for charging will be the same.

Failure to clear Cafeteria accounts will result in your child's records being held. All outstanding meal charges, not cleared by the last day of school, must be paid in **cash only**, at the Central Office. After payment is received, a release form will be given to pick up records from the school.

ON-LINE PAYMENTS/ACCOUNT BALANCE

The district maintains the www.schoolpaymentsolutions.com website, which can be accessed from

the district home page. This is a secure and convenient service to make on-line payments and this is **your resource for monitoring and managing your child's account. There is no charge to set up or view the account.** However, there is a small transaction fee if you choose to pay on-line. This account must be set up only one time and follows your child throughout the school career. You will need the child's MSIS number, which can be accessed by calling the Child Nutrition Office at 864-1337.

If you do not have internet access, it is your responsibility to contact the Cafeteria Manager or the Office of Child Nutrition to receive account details.

No notices of negative accounts will be sent home with your child as it is time consuming for the cafeteria and does not produce results.

APPLICATIONS FOR FREE/REDUCED MEALS

A child **does not** automatically qualify for a free/reduced meal just because he/she qualified the previous school year. One Application per household is to be filled out and may be sent to school with your youngest child. A non-readable form will delay your application processing. If you need assistance in completing the application or need additional information, you may call the Child Nutrition office at 864-1337.

If your child was a student in the Long Beach School District at the end of last school year, then the child will receive a meal according to that status for **the first 3 weeks** of school. Also, during this grace period, any kindergarten student entering the district will also be able to receive meals according to the sibling's status. However, it is **the responsibility of the parent** to notify the Child Nutrition office or the Cafeteria Manager, so that the child is placed with that family as our records do not indicate this.

As soon as an application is processed by the Child Nutrition office, the notification of status is sent home with the student. On **September 6, 2011**, the computer program automatically changes the previous year's status to **FULL PAY**, unless the new application has been processed. After this date, you must send money with your child.

FOOD ALLERGIES

For those students who have special needs, the cafeteria, in conjunction with the school nurse will work with the parents in managing allergies. **A doctor's request must be on file in the Child Nutrition office and must be made each year.** The monthly menu is sent home with the child or available in the cafeteria or office and the Director is available at all times for assistance by calling 864-1337.

Please adhere to all above policies so that we may maintain the healthy environment that is so important for the well-being of each child.

Child Find

The Long Beach School District is participating in an ongoing state effort to locate, identify, and evaluate children from birth through 21 years of age who have physical, mental, communication, and/or emotional disabilities. The School District provides programs in the following areas: Developmentally Delayed, Educationally Disabled, Emotionally Disabled, Hearing Impaired, Language/Speech, Multiple Disabled, Physically Disabled, Specific Learning Disabilities, Visually Impaired, Autism, and Traumatic Brain Injury. Programs are also offered through cooperative agreements with neighboring districts.

Students are evaluated by qualified personnel in all areas related to the suspected disability. This information and testing results will be kept confidential. Records to other agencies will be provided

in accordance with the Family Rights and Privacy Act and IDEA, Individuals with Disabilities Education Act. Parents have the right to inspect any information about their child and to challenge its accuracy. For further information, call Student Services at 864-8085.

Emergency Restroom Procedure

If a student finds it absolutely necessary to use the restroom at any other time, he/she should secure written permission in his/her agenda from the teacher. If a medical problem exists, the parent should notify the office. The only emergency restrooms to be used during the student's lunch period are the restrooms in the cafeteria. Students must get permission from a teacher or administrator to use the bathrooms in the cafeteria.

Asbestos

The Long Beach School District has asbestos containing materials present at several school locations. This asbestos material poses a controllable health risk. The Environmental Protection Agency conducted an audit of the Long Beach School System in April 1994. We are in compliance with all requirements as set forth by that agency. The maintenance staff has been trained to handle asbestos materials. Mr. Don Crawford, 863-5991, the district Asbestos Coordinator, will be able to answer any questions.

Fees

The state has allowed schools in Mississippi to charge fees at their discretion with permission from their respective school board; therefore, Long Beach Middle School will charge the following fees:

7th and 8th grade Band - \$5.00
7th and 8th grade Art- \$10.00 per semester
Expressive Arts (Drama) - \$10.00
Science - \$10.00
Computer Discovery - \$10.00

Fees charged for workbooks depend on the actual cost of the book. Students are charged only for the actual cost and shipping. Those 7th and 8th grade students electing to take Choir will be required to purchase a choir uniform for performance.

Application for a hardship waiver for any fee may be made to the principal. Such waivers will be kept in the strictest of confidence.

Library

The library is open thirty minutes after school each day for student and teacher use. Books are checked out for two weeks. They may be renewed if they are needed for a longer period. Only two books at a time may be checked out to a student. In the event of projects, special permission may be obtained from the library to check out more books. A fine of five cents per school day is charged for overdue books. The borrower must pay for a lost or damaged book.

Lice (Pediculosis) Information

Current state law authorizes the school district to exclude children from school who have pediculosis (lice). The child will not be admitted back to school until he or she is examined by the school nurse, principal, or the principal's designated school official with the following conditions:

1. When the parent/ guardian provides evidence of treatment, such as an empty container of the appropriate product with the label intact
2. A copy of the notification letter with a parent/ guardian signature to verify receipt
3. No live lice shall be visible on examination by school staff, i.e., school nurse, principal, or principal's designee. Nits may still be seen even in an adequately treated child. This is not evidence of continuing infestation if the child has been properly treated and no adult lice are present.
4. Important: A second treatment shall be completed within the seven to ten days following the first treatment: no sooner than seven days, no later than ten days. The parent/ guardian shall be required to furnish evidence of a second treatment.
5. Upon the third occurrence of infestation, state law mandates that school officials report the case to the Harrison County Health department.

Lost and Found

Lost books and equipment will be stored in the office in what is known as Lost and Found. At the end of each nine weeks period, unclaimed items will be given to charity. The school cannot guarantee the safe return of articles left in lost and found. Such return is often governed by the time lapses before claims are made and/or the honesty of claimants.

Medication

Long Beach Middle School will be sharing a nurse with Long Beach High School. Any and all medication must be dispensed by the school nurse **ONLY**. No student will be allowed to bring medication to and from school; **it is the responsibility of the parent**. Prescription medicine that is brought to the school by the parent **must** be in the original prescription bottle and **must** be properly labeled as prescribed by law or it will not be accepted. No medication will be administered to students without proper documentation from a physician. Students that need medication should not miss class time to take medicine, but should report to the nurse before school or during lunch time. A form will be sent home the first day of school that must be signed and returned in order for your child to be treated by the nurse.

Emergency standby medication will be administered to students with chronic asthma, diabetes, epilepsy, or violent allergy reactions and to students for hyperactivity, provided all cases are discussed individually with the principal and nurse; and verification is provided from a licensed physician stating the need for the medication to be kept at school. This must be provided prior to the parent bringing the medication to school. **NO STUDENT WILL BE ALLOWED TO BRING MEDICATION TO SCHOOL AND TAKE IT WITHOUT SUPERVISION.**

All approved medication must be kept in the nurse's office and it is the responsibility of the student taking the medication to keep up with his/her medication.

If a student has a medical condition which requires that they keep medicine with them at all times, then written verification from a doctor will be required before the student can bring the medicine to school.

Media Privacy

Long Beach Middle School and the Long Beach School District request your permission to use and publish pictures (videos or photographs) and writings of our child during the 2011-2012 school year.

These pictures or writings will be used for public relations and information in newspapers, television, magazines, district website, school yearbooks, etc. **Failure to return will indicate permission is granted. The media form is at the back of the handbook for your viewing. A packet will be sent home at the beginning of school which has the Media form for you to sign and return.**

Name Privacy

Any parent not wishing their child's name or picture to appear in any school publication should submit in writing such a request to the principal no later than one week after the start of school.

New Graduation Requirement

Students who begin 9th grade in 2002-3 (anticipated graduation in 2006 or later) must pass the Subject Area Tests in U.S. History from 1877, English II (with a writing component), Biology I, and Algebra I. This group of students must pass all four Subject Area Tests even if they take the course (s) prior to their 9th grade year.

Organizations/Clubs Student Council – Government

The Student Council at Long Beach Middle School consists of a president, vice-president, secretary, treasurer, reporter-historian, and representatives from each grade. These are chosen by secret ballot by the student body, and representatives from each grade are chosen by the faculty. The Student Council meetings are scheduled on one afternoon from 3:25 to 4:00 p.m. The election of representatives from 7th and 8th grade will take place in the spring of the year. The president, vice-president, and secretary must have served on Student Council for one year at LBMS, **and will be elected by the student council representatives.**

Clubs, Activities, and Organizations that is available to the student body:

Yearbook Staff, Beta Club, Character Council, Science Fair, Reading Fair, Spelling Bee, Mississippi Art Award, Author of the Month, Concert Choir, Solo Ensemble, Girls Chorus, Advanced Band, Beginner Band, Gulf Coast Honor Band, Valentine Beau and Sweetheart, and Christians on Campus.

Parent Pick-up After School and After School Events

Students should be picked up from school no later than 3:45 p.m. unless the student has an Office AHD on Monday or Friday or a teacher ASD. IF a student has an office AHD they should be picked up no later than 4:25 and a teacher ASD should be picked up no later than 3:55. It is expected that parents will arrange to pick-up students when ball games or other after school activities are over.

Playing areas will be closed after participants have dressed. Parents are requested to pick-up students no later than 10 minutes after the ending of the school activity. The approximate ending time of activity will be announced to the students. School supervision of the students will be provided for twenty (20) minutes after the ending of the event. If the student is not picked up within twenty minutes, the student will not be allowed to attend the next after school event. If this were to happen a second time, the student will not be allowed to attend any after school events for the remainder of the year. If a child has not been picked up within one hour after an event, Long Beach Police Department will be called to take child on the basis of abandonment. Campus hours are 7:30 a.m. until 4:30 p.m. It is only during these times the students are supervised unless a club activity is scheduled at which the sponsor is supervising the group.

Protecting P.E. Equipment and Valuables

The Physical Education Department will furnish a basket for students' P.E. equipment. All reasonable precautions will be made to safeguard the basket, but the ultimate responsibility for the protection of its contents is that of the student. The school and coaches cannot be held responsible. A student may take home his P.E. equipment each day. Although valuables and money should not be brought to school, there is a procedure for storing such valuables with the P.E. teacher. Students are advised to follow such procedure after seeking details from the teacher.

School Pictures

Students are offered the opportunity to take school pictures. It is required that every student take a picture in the Fall, however, they DO NOT have to purchase the pictures. Price of pictures is advertised in advance. A percentage of the cost of pictures is returned to the school district.

Soft Drink Machines

Students will be allowed to purchase drinks at a designated time. Drinks will not be bought during lunch period. Violations of this will result in forfeiture of the drink and possible referral to the office. Machines are turned off from 6:30 - 8:00 AM and from 9:45 AM - 1:00 PM.

State and District Tests

The School District shall maintain the program of standardized testing required by the State Board of Education, the Division of Accreditation, and the Mississippi Department of Education Bureau of Assessment and Compliance and shall administer other standardized tests to students in grades K-12 as the Board of Trustees, Superintendent of Schools, and the staff judge to be necessary and /or desirable.

Textbooks

Section 37-7-301 of the Mississippi Code of 1972 states: As a part of their duties, the local district school boards may require that parents/guardians be responsible for the textbooks and for the compensation to the school district for textbooks that are not returned to the proper schools upon the withdrawal of their dependent child. If a textbook is lost or not returned by any student who drops out of the public school district, the parent/legal guardian shall also compensate the school district for the fair market value of the textbooks.

Students are responsible for all textbooks assigned to them each year. Textbooks are expected to last (5) years. The condition of the book is checked at the beginning of the school year and checked again at the close of the session. Students are held responsible for any damages to textbooks while in their possession. Mississippi law requires that schools collect for damages and/or loss of textbooks. **Textbooks not returned or replaced at fair market value will result in legal action being pursued through the local law enforcement agency. Final report cards will not be issued and books will not be issued for the following year until all fines have been cleared and all textbooks and library books returned.**

Damages and Fair Market Value of textbooks are assessed according to the following guide:

New Books.....	100% of purchase price
1 year old.....	80% of purchase price
2 years old.....	60% of purchase price
3 years old	40% of purchase price
4 years old	20% of purchase price
Minimum fee for non-returned textbooks older than 4 years is	\$10.00
Rebinding fee	\$12.00

Other fines on damages can be assessed by the teacher when the textbook is returned.

Tobacco Free Campus

Long Beach Middle School is designated a tobacco free zone. This includes cigarettes, cigars, pipes, and smokeless tobaccos. **(MS code ss 97-32-25-29)** Students using or in possession of any of the above items will be ticketed by the Long Beach Police Department and be punished in accordance with the school discipline ladder.

Use of Telephone

Students will not be allowed to use the office telephone except in the case of an emergency. These calls will be made by the secretary. Forgetting items needed at school does not constitute an emergency. The office will not interrupt class time to call a student to the office to pick up a lunch. Teachers will give 24 hours notice for any after school activity, after school detention, or club meeting. Therefore, phone calls will not be allowed to notify parents of these activities. Due to the number of students at LBMS, messages cannot be delivered to students on a daily basis. We do understand that emergencies can arise and we will cooperate in these situations. However, occurrences of this nature should be infrequent and kept to a minimum.

Visitors on Campus

Because safety is of paramount concern at LBMS and our commitment to time on task for our students, student visitors are not allowed on campus. All authorized visitors should secure a visitor's pass from the office upon arriving on campus.

Especially for Parents

- Some students lead parents to believe they are attending school for the day, but fail to report to school. Parents should call the school, 864-3370, if they have questions concerning a child's attendance
- If a student is sent to the office with a written report of misbehavior from the teacher, the teacher's report is accepted unless there are unusual circumstances.
- The responsibility for enrolling a student and being aware of his/her daily attendance or failure to attend rests with the student and his/her parents.
- Students are not allowed to bring visitors to school.
- If a medical concern exists, even temporarily, contact the office. A doctor's note may be sent to the office to verify medical concerns. Special permission will be arranged for the student to visit the restroom more frequently.
- Parental conferences are welcomed. If you have a special problem, we urge you to call the office or guidance office.
- Parents are notified of suspension by telephone or by letter. If a parent is not contacted by telephone, a letter with the information is given to the student. On occasion a student is suspended immediately if it is considered in the general welfare for the student, other students, or school personnel.
- Only for legitimate reasons should a student check out.
- Progress reports (mid-nine weeks) and report cards will be sent out each nine weeks. Parents need to contact the school office if the student has not brought report cards or progress reports home on assigned dates. Parents need to sign progress reports and report cards and have the child return them to their teacher.
- If special mental or physical problems exist which would affect the educational well being of the student or any of the consequence procedures that might be administrated to the student, the school Principal should be notified in writing, each school year
- Students are allowed to use the school's telephone for illness and emergencies only. Forgetting items needed at school, such as projects, homework, books, or lunch money; failure to notify parents because of an after school activity, does not constitute an

emergency.

- Parents must complete emergency forms issued at the beginning of the school year. Additions or changes to the list must be made in person by a parent. Older brothers and sisters enrolled in the senior high are considered authorized, but their names must be listed on the form sent home at the beginning of the school year.
- Be sure that your child has his/her lunch money before leaving home. Cafeteria regulations do not allow students to charge lunches. The school office does not have money to lend to students.
- Please discourage your child from wearing expensive and dangling jewelry or bring valuables to school. Students are not allowed to bring toys, games, CD players, cell phones, pagers, or any electronic equipment to school. The school is not responsible for items brought to school by your child.
- Long Beach Middle School grounds, classrooms, and buses are subject to unannounced police searches. Drug dogs are regularly on campus.
- The Long Beach School Board has regularly scheduled meetings on the second and fourth Tuesday of each month at the School District Central Office. Further information is available from Central Office 228-864-1146.

Long Beach School District

Acceptable Use Computer Network Policy

Internet:

The Long Beach School District is pleased to offer to the students, faculty, and staff access to the Internet and the District computers in accordance with the terms and conditions of this policy. The Internet is an electronic highway connecting hundreds of thousands of computers and millions of individual users globally. This computer technology will help propel our schools through the communication age by allowing students and staff to access and use many resources that are available to them.

Overview

The smooth operation of the network relies upon the proper conduct of the users who must adhere to strict guidelines. To this end, Congress has passed and the President signed into law, the Children's Internet Protection Act (CIPA). The Long Beach School District is in compliance with CIPA.

CIPA requires that schools receiving certain federal funds, including E-Rate discounts and Title III of the Elementary and Secondary Education Act, put into place Internet Safety policies. These Internet safety policies must include a technology protection measure for blocking access to "visual depictions" of obscene material, child pornography, and material that is "harmful to minors" when minors are accessing the computer. CIPA also requires that the Internet safety policy include monitoring of all online activities of minors. Additionally, the policy must address all of the following: (a) access by minors to inappropriate matter on the Internet and World Wide Web, (b) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications, (c) unauthorized access, including so-called "hacking", and other unlawful activities by minors online, (d) unauthorized disclosure, use, and dissemination of personal information regarding minors; and (e) measures designed to restrict minors' access to materials harmful to minors. Recognizing that no filtering solution can be 100% effective, it is understood that all technology protection measures do not and will not work perfectly. In complying with CIPA, schools are expected to engage in a "good faith effort" to abide by the requirements of CIPA.

CIPA does not create a private right of action, meaning that the discovery of objectionable material on a computer cannot result in a lawsuit complaining that a school violated CIPA.

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

Long Beach School District Acceptable Use Computer Network Policy

Page 2

Internet Terms and Conditions of Use

Personal Safety

1. User agrees not to disclose, use, disseminate or divulge personal and/or private information about oneself, minors or any others. This includes individually identifiable information that is collected online, on a computer or portable storage device. Such information includes, but is not limited to: name, home address, telephone number, email address, social security numbers, credit card information, hobbies, interests, etc.
2. User will immediately report to Long Beach School District authorities any attempt by other Internet users to engage in inappropriate conversations or personal contact.

Illegal Activity

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

System Resource Limits

1. User agrees to use the Long Beach School District network system and computers for educational and career development activities consistent with the educational objectives of Long Beach School District.
2. User agrees not to download any programs, games, freeware, movies, software, music, videos, etc.
3. User agrees not to download any attachments in email that has the potential to spread a virus, such as .vbs, .scr, or .exe files.

Long Beach School District Acceptable Use Computer Network Policy

Page 3

4. User agrees not to post chain letters or engage in “spamming” (that is, sending an annoying or unnecessary message to large numbers of people).
5. User agrees NOT to access any chatting, blogging, instant messaging or social networking sites, such as, but not limited to, MySpace, Facebook, etc. User also agrees not to access or use any site that could potentially bypass the District’s technology protection measures.
6. User agrees to immediately notify his/her teacher or other school administrator should user access inappropriate information. This will assist protecting user against a claim of intentional violation of this policy.

User Rights

1. The Internet is considered a limited forum, similar to a school newspaper, and therefore Long Beach School District may restrict user’s right to free speech for valid educational reasons. Long Beach School District will not restrict user’s right to free speech on the basis of disagreement with the opinions expressed by user.
2. User shall have the responsibility to use computer resources for academic purposes only. Therefore, as mandated by CIPA, filtering will be utilized on all computers accessing the Internet. The only exception will be for academic research by a staff member with the approval of school administration.
3. All users of the district’s network should assume that files stored on the district’s servers to be in the public domain, not as personal files for private purposes.
4. User should not expect files stored on school-based computer to remain private. Authorized staff will periodically inspect folders and logs of network usage. Routine review and maintenance of the system may indicate that user has violated this policy, school codes, municipal law, state law or federal law. Access and sites visited can and will be monitored at the specific individual level. Parents of minor users shall have the right to inspect the contents of user’s files.
5. Long Beach School District will fully cooperate with local, state and/or federal officials in any investigation related to illegal activities conducted through the user’s Internet account.

Security

1. User agrees not to attempt to access any websites or software on a computer that is not directly related to their classroom assignment or work assignment.
2. All users must use their own login and password. No user is allowed to use another user’s password. NEVER TELL ANYONE YOUR PASSWORD.
3. Users may be monitored while on district computers through tracking software.
4. User agrees not to use the District network or computers to download unauthorized files to portable storage devices or storage media devices such as movies, music, videos, sporting events, etc.
5. User agrees not to send unauthorized mass-mails.
6. User agrees not to change any computer settings.
7. Unauthorized computer systems will be denied access to the network.
8. User agrees not to respond to unsolicited online contact.

Long Beach School District Acceptable Use Computer Network Policy

Page 4

9. User agrees not to browse and/or scan through other user's files on a hard drive, network, portable storage device, or use any other method of viewing files.
10. Any diskette, CD, DVD, flash drive or portable storage device content to be used in or on a computer and/or the network, shall be approved by the proper authority, such as teacher, supervisor, principal, superintendent, etc. Teachers, assistants, supervisors, etc. agree to monitor and check the content of the material on their student's device prior to the student downloading any material to a computer and/or the network and prior to their student uploading any material from the district computer and/or network to their device.
11. Users may not, at any time, or for any reason, possess a copy of the system password file, or any portion thereof. Attempts to log in as any other user or as a system administrator will result in severe disciplinary action and cancellation of user privileges.
12. User agrees not to purchase goods or services via the Internet, unless the purchased goods or services are for District purposes only. The District must have an established Internet account with the vendor prior to purchasing.
13. Cracking, hacking, phishing or otherwise breaking into accounts that users do not have full authorized access to, on this system or any other, possessing and/or running encryption/decryption/cracking/security analysis scripts or binaries, and/or other tools used to expedite the process of information on this network will not be permitted.
14. User agrees not to insert, use, or attach non-approved computers, communication and/or technology devices into the District's network.
15. User agrees not to download or install any software which requires making a file, without approval from the Technology Department. All software installation on district computers must be performed by the Technology Department after the proper licenses or authorizations for use have been acquired and verified.
16. All school related and district related correspondence with students, parents, vendors, business partners, etc. must be via the LBSD email account. Personal email accounts, such as AOL, Yahoo, Netscape, etc., will not be permitted for correspondence, as this mail may be intercepted and may contain viruses, etc. that could reach the district network.
17. At no time may a user copy and/or store District data onto a computer that is removed off site of the Long Beach School District, regardless if the computer is owned by the district or by a private owner. This includes but is not limited to MSIS data, financial data, student grade book data, employee or student data, etc. This data may not be removed from the district site in the form of data stored on disk, CD, DVD, backup tape, etc.
18. User agrees not to access Music/video/file sharing services (i.e. Napster, Kazaa, etc.) and any other illegal software or services on the District network. In addition to security concerns, these services are bandwidth "monsters". Also there are legal ramifications that are tied to users who use these applications to share files.

Long Beach School District Acceptable Use Computer Network Policy

Page 5

19. User agrees not to listen to the radio, watch or download movies, sporting events, or other Internet streaming audio and/or video, as such activity uses a tremendous amount of bandwidth, affecting the network's speed and functionality.
20. User agrees to log off the network (Novell) when he walks away from the computer. NO computer connected to the network should ever be left unattended by the user who logged into the network. All users must log off the network and shut down the computer and monitor at the end of the day.

Liability –

The school district will not be liable for:

1. Information stored on school district diskette, CD, DVD, portable storage devices, hard drives or servers.
2. Information retrieved through school district computers, network, or online resources.
3. Personal property used to access school district computers, networks or online resources.
4. Unauthorized financial obligations resulting from use of school district resources and accounts to access the Internet.

Vandalism will result in cancellation of privileges and disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user or other networks connected with the Long Beach School District. This includes, but is not limited to, the uploading or creations of computer viruses. Vandalism also includes damage to the computer hardware.

Violations of Acceptable Use Computer Network Policy

Violation of this Acceptable Use Policy may result in the denial, suspension or cancellation of the user's privileges, as well as other disciplinary and/or legal action deemed appropriate and imposed by the school administration, district administration and/or local, state or federal law enforcement officials. Other actions not specified above may include but are not limited to monetary restitution, school suspension or expulsion, detention, termination of employment, etc.

At the discretion of the Long Beach School District, law enforcement authorities may be involved and any violations of state and/or federal law may result in criminal or civil prosecution.

It may seem as though these policies could be easily broken and that the user would not get caught violating the terms of this policy. This is not true. Electronic footprints are left behind on a machine each time it is used, and the potential for apprehension always exists.

**Long Beach School District Acceptable Use Computer Network Policy
Page 6**

**Long Beach School District
Acceptable Use Computer Network Policy Contract**

******Please tear this sheet out of the handbook after you have read and signed all areas where indicated. It is essential that this be returned to school immediately in order that your child be able to benefit from all areas of the curriculum.**

Individual schools within the district may create additional guidelines and procedures consistent with this policy. Such guidelines and procedures will be appropriate for the electronic information resources being used and the students served at the school.

Users: Students, Staff, Substitutes, Community Users:

School _____ Grade _____ Homeroom Teacher _____

User Printed Full Name _____ I accept and agree to abide by the Long Beach School District Acceptable Use Computer Network Policy.

I release the Long Beach School System and all other organizations related to the Long Beach School District Internet connection from any liability or damages that may result from the use of the Internet connection. In addition, I will accept full responsibility and liability for the results of my actions with regards to the use of the Internet. I release the school and related organizations from any liability relating to consequences resulting from use of the Internet.

Date: _____

Signed: _____
(User Signature)

Parent Printed Full Name _____ I, the parent/guardian of the above, give permission for my son/daughter to use the Internet services provided by the Long Beach School District, and agree to accept all financial and legal liabilities which may result from my son/daughter's use of the Long Beach School District 's computers and Internet connection.

Date: _____

Signed: _____
(Parent/Guardian Signature)

Substance Abuse Testing

All students shall be subject to drug and alcohol testing to the extent and in the manner provided in this policy. Students who wish to participate in extracurricular activities, co-curricular activities or who seek a privilege for which a school permit is required (i.e. operating a motor vehicle on campus) may not illegally use or consume alcohol, tobacco products, mood altering substances or drugs at any time including school hours and non-school hours, school days and non-school days, twelve months a year. If the school administration determines that the student who is participating in an activity or enjoys a privilege stated above, or seeks to participate in any activity or privilege stated above, is engaged in the illegal use of alcohol, tobacco, or drugs, the student may be subject to consequences in accordance with the Long Beach School District Policy JCBJ. Prior to making this determination and imposing any exclusionary consequence, the administration will give the student the right to explain his or her conduct.

(www.lbsd.k12.ms.us/district/policy/sectionj.htm#JCBJ)

PLEASE NOTE

To be eligible to participate in activities and privileges (including parking), one of these forms must be completed and returned to the principal's office.

Parent/Guardian: Please complete **ONE** of the following three forms concerning the LBSD Substance Abuse Testing Policy. Consent Form 1 provides students with the opportunity to pledge to be free of alcohol, tobacco and illegal substances at all times. If students do not wish to make that pledge, they may sign Consent Form 2 acknowledging the terms and conditions of the LBSD drug testing policy. If students do not participate in any activity / privilege, parents may use Consent Form 3 to enroll their child in the Substance Abuse Testing Program.

- **Consent Form 1:** *This form includes a pledge to remain free of alcohol, tobacco and illegal substances at all times. OR*
- **Consent Form 2:** *This form is an acknowledgement that I have read and understand the conditions of the LBSD drug testing policy. OR*
- **Consent Form 3:** *If your child does not participate in a school activity or enjoy a privilege covered by the substance abuse testing policy, you may request that he/she be included in the random drug testing policy by completing the form below and returning it to the principal's office.*

.....

Consent Form 1

Long Beach School District Participant's Pledge and Policy Consent/Release Form

As a participant in Extracurricular Activities, Co-curricular activities or the recipient of a privilege for which a permit is required (i.e. operating a motor vehicle on campus), **I pledge to remain free of alcohol, tobacco and illegal substances at all times.** I understand that violation of the Long Beach School District Substance Abuse Testing Policy might result in my exclusion from extracurricular activities, co-curricular activities and privileges as determined by the administration of my school. I agree to submit to alcohol, tobacco and drug testing at any time as a condition for my initial or continued participation in the above stated privileges and activities. I authorize the testing agency, laboratory, or medical provider to release test results to the Long Beach School District and its Medical Review Officer. I authorize the Medical Review Officer to release final test results to the designated Long Beach School District official.

Student Signature _____ Date _____

Student Printed Name _____

Parent/Guardian Signature _____ Date _____

Parent/Guardian Printed Name _____

Witness Signature _____ Date _____

Consent Form 2

Long Beach School District Policy Consent/Release Form

As a participant in Extracurricular Activities, Co-curricular activities or the recipient of a privilege for which a permit is required (i.e. operating a motor vehicle on campus), I acknowledge having read and understand the conditions of the Long Beach School District Substance Abuse Testing Policy and understand that a violation of that policy might result in my exclusion from extracurricular activities, co-curricular activities and privileges as determined by the administration of my school. I agree to submit to alcohol, tobacco and drug testing at any time as a condition for my initial or continued participation in the above stated privileges and activities. I authorize the testing agency, laboratory, or medical provider to release test results to the Long Beach School District and its Medical Review Officer. I authorize the Medical Review Officer to release final test results to the designated Long Beach School District official.

Student Signature _____ Date _____

Student Printed Name _____

Parent/Guardian Signature _____ Date _____

Parent/Guardian Printed Name _____

Witness Signature _____ Date _____

.....
Consent Form 3

Long Beach School District Policy Consent/Student Release Form

As a student and non-participant in extracurricular activities, co-curricular activities nor the recipient of a privilege for which a permit is required in the Long Beach School District, I acknowledge having read and understand the conditions of the Long Beach School District Substance Abuse Testing Policy and understand that a violation of that policy might result in my exclusion from extracurricular activities, co-curricular activities and privileges as determined by the administration of my school. I agree to submit to alcohol, tobacco and drug testing at any time as a condition for my initial or continued participation in the above stated privileges and activities. I authorize the testing agency, laboratory, or medical provider to release test results to the Long Beach School District and its Medical Review Officer. I authorize the Medical Review Officer to release final test results to the designated Long Beach School District official.

Student Signature _____ Date _____

Student Printed Name _____

Parent/Guardian Signature _____ Date _____

Parent/Guardian Printed Name _____

Witness Signature _____ Date _____

Student Name: _____

Homeroom Teacher: _____

Handbook Acknowledgement Form

I, _____, the legal parent/guardian of _____,
(Please Print) (Please Print)

a student at Long Beach Middle School (LBMS), declare that I have received and read a copy of the LBMS Handbook, and that I have/or will discuss it fully with my child. I fully understand that the contents of this Handbook are policy set down by the Long Beach Board of Trustees that exists to provide the best quality of education for the boys and girls of the district.

Parent/Guardian Signature _____

Date: _____



I, _____, (Please Print) a student at Long Beach Middle School, do hereby declare that I agree with the provisions of the Parent/Student/School Handbook/Code of Conduct, and that I will comply with the provisions of the district Handbook and Code of Conduct.

Student Signature _____

Date _____

Student Name: _____

Homeroom Teacher: _____

Media Request Form

Long Beach Middle School and the Long Beach School District request your permission to use and publish names, pictures (videos or photographs) and writings of your child during the 2011-2012 school year. These names, pictures and writings may be used in newspapers, television, magazines, school yearbooks, district newsletters and district website.

Please indicate permission status and sign below. Thank You.

_____ My child's name, picture or writings may be published during the 2011-2012 school year.

_____ My child's name, picture or writings may NOT be published during the 2011-2012 school year.

Parent/Guardian Signature _____

Date _____



**Long Beach School District School Clinic
Health Information and Consent**



Please complete and sign this form and return as soon as possible if you would like for your student to receive care in the School Clinic.

School year _____ School Name/Grade _____

Student's Name _____ Date of Birth _____

Address _____

Parent/Guardian/Custodian _____

Phone (Home) _____ (Cell) _____ (Work) _____

If we are unable to contact you, please list other persons we may contact regarding your student's health:

Name _____ Phone _____ Relation to student _____

Name _____ Phone _____ Relation to student _____

Name of Doctor _____ Phone _____

Please list the names of medications that your student takes and who prescribes them:

Medication _____ Doctor _____

Medication _____ Doctor _____

Medication _____ Doctor _____

Please list any medications your student is allergic to _____

Please list any foods your student is allergic to _____

STUDENT HEALTH PROBLEMS (PLEASE CIRCLE ALL THAT APPLY)

Asthma/Asthma Action Plan

Seizure/Convulsions

Heart Problems

Nose Bleeds

Headaches

Stomach problems

Skin problems

Emotional problems

Diabetes

Hearing problems

Breathing problems

Eye glasses/Contacts

Vision problems

Ear infections

Dental problems

Blood pressure problems

Bone/Muscle/Joint problems

Other (please describe)

I give my consent for _____ to be examined by a Registered Nurse for Screenings and Treatment as needed with understanding that I will be notified of significant findings that require intervention or emergency treatment. I also understand that care provided in the school clinic does not replace comprehensive care provided by my student's personal physician. I understand that I am responsible for the follow-up care of my student.

Whenever possible it is best for medications to be given at home, however there are circumstances when an over the counter medication provided at school may help relieve aches and pains during the school day.

Any chronic condition which requires repeated treatments will necessitate that their personal physician evaluate the student.

I authorize the school clinic RN to administer the following medications to my student.

(Please circle allowed medication)

Ibuprofen (Advil/Motrin)

Acetaminophen(Tylenol)

Ophthalmic Saline (contacts)

Cough Drops

Dimetapp (cold/allergy)

Orajel (mouth discomfort)

Bacitracin ointment (minor skin wounds)

Signature _____ Date _____

Long Beach School District

Notice for Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Long Beach School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Long Beach School District may disclose appropriately designated "directory information" with District procedures. The primary purpose of directory information is to allow the Long Beach School District to include this type of information from your child's education records in certain school publications. Examples include:

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

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

If you do not want Long Beach School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by two weeks from start of school. Long Beach School District has designated the following information as directory information:

- Student's name
- Address
- Phone Number
- Grade Level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Honors and awards received

Long Beach School District



Guidance Department

Dear Parents,

Throughout the 2011-2012 school year, the Long Beach School District Guidance Department will focus our classroom guidance lessons on various topics that will help your child to become better equipped at handling challenging situations (see table below).

9 weeks	Topic
1st 9 weeks	Tools for Academic Success
2nd 9 weeks	Staying Drug and Alcohol Free
3rd 9 weeks	How to Deal with Bullies
4th 9 weeks	Dropout Prevention and Moving Forward

We firmly believe that a successful student is one that has been not only been educated in the subject areas of reading, writing, and arithmetic, but also in the area of how to be mentally healthy and emotionally prepared to handle any challenge that life presents. Throughout the year we will also be offering parenting workshops/seminars on topics that we believe affect our students. We encourage you to be an active participant of these workshops and take advantage of the information that will be offered.

As always we are here to help in any way we can. In addition to our school guidance counselors, a district wide licensed certified social worker is available to provide individual and group therapy. If a crisis situation arises involving your child, school law permits counselors to act on a student's behalf without consent. If a teacher, administrator, or counselor refers your child for regular counseling services, you will be contacted prior to any counseling.

If you have any questions at all, please do not hesitate to contact one of the counselors listed on the next page. Thank you for allowing us the opportunity to serve your child!

Sincerely,

Long Beach School District Guidance Department

Long Beach School District Counselors



Thomas L. Reeves Elementary School

Rachel Lacy, LPC 864-9764

W. J. Quarles Elementary School

Martha Gipson 864-3946

Harper McCaughan Elementary School

Marsha Bishop, LPC 863-0478

Long Beach Middle School

Lisa Starita 864-9737

Long Beach High School

Bitsy McDonald 864-4496

Adriane Matsenbaugh 864-4496

Shirley Hillman 864-4496

Long Beach Alternative School

Victoria Magers 865-1944

Long Beach School District Social Worker

Michelle Eleuterius, LCSW 864-9737

UNSAFE SCHOOL CHOICE OPTION

As required by No Child Left Behind, below is a copy of the Long Beach School District Unsafe School Choice Option policy. (No schools in the Long Beach School District have been identified as unsafe schools.)

UNSAFE SCHOOL CHOICE OPTION

Revised 01-14-08 JGF-1

(This policy addresses Certification of Compliance with Unsafe School Choice Option Requirements as required in the *Consolidated Plan for No Child Left Behind*)

1. The following definitions apply to this policy:
 - a. A "persistently dangerous school" is a public school other than a charter school in which the conditions during the past two school years continually exposed its students to injury from violent criminal offenses and it is:
 - (i) an elementary, middle or secondary public school in which a total of 20 or more violent criminal offenses were committed per 1000 students (2.0 or more per 100 students) in two consecutive school years; or
 - (ii) an elementary, middle or secondary public alternative school in which a total of 75 or more violent criminal offenses were committed per 1000 (7.5 or more per 100 students) in two consecutive school years; and
 - b. "Violent criminal offenses" are the following crimes reported in the Mississippi Student Information System:

Simple or Aggravated Assault as defined in Section 97-3-7 of the Mississippi Code Annotated 1972, as amended,

Homicide as defined in Sections 97-3-19, 97-3-27, 97-3-29, 97-3-31, 97-3-35, 97-3-37, and 97-3-47 of the Mississippi Code Annotated 1972, as amended,

Kidnapping as defined in Section 97-3-53 of the Mississippi Code Annotated 1972, as amended,

Rape as defined in Sections 97-3-65 and 97-3-71 of the Mississippi Code Annotated 1972, as amended,

Robbery as defined in Sections 97-3-73, 97-3-77 and 97-3-79 of the Mississippi Code Annotated 1972, as amended,

Sexual Battery as defined in Section 97-3-95 of the Mississippi Code Annotated 1972, as amended,

Mayhem as defined in Section 97-3-59 of the Mississippi Code Annotated 1972, as amended,

Poisoning as defined in Section 97-3-61 of the Mississippi Code Annotated 1972, as amended,

Extortion as defined in Section 97-3-82 of the Mississippi Code Annotated 1972, as amended,

Stalking as defined in Section 97-3-107 of the Mississippi Code Annotated 1972, as amended, and
Seizure and Forfeiture of Firearms as defined in Section 97-3-110 of the Mississippi Code Annotated 1972, as amended.

2. Whenever the State Board of Education has information that a school meets the criteria described in paragraph 1.a (i) or 1.a (ii), the State Board of Education shall provide the local board of education the opportunity to report on conditions in the school. After consideration of that report and consultation with a representative sample of local educational agencies, the State Board of Education shall determine whether the school is a persistently dangerous school. Once a school has been designated a persistently dangerous school, it retains that designation for at least one school year.
3. Students assigned to a school which the State Board of Education has determined to be persistently dangerous shall be allowed to attend another school in the LEA which is not designated a persistently dangerous school, provided there is such a school in the LEA which offers instruction at the student's grade level.
4. Any student who is the victim of a violent criminal offense committed against him or her while he or she was in or on the grounds of the public school that he or she attends shall be allowed to choose to attend another school in the LEA which is not designated a persistently dangerous school, provided there is such a school in the LEA which offers instruction at the student's grade level and provided the student requests transfer within 30 days of the violent criminal offense.
5. Local school systems shall establish a process for assuring any student who has the right to transfer from a school under this policy is allowed to transfer to a school in the LEA, which is not persistently dangerous. The process must be included in the system's Safe School Plan.

If the Mississippi Department of Education (MDE) informs the Long Beach School District that a school within the district has been identified as a *persistently dangerous school* according to MDE guidelines, the Long Beach School District will implement the following actions:

- 1) Notify within 10 calendar days, parents of each student attending the school that MDE has identified the school as persistently dangerous;
- 2) Offer students the opportunity to transfer to a safe public school, within the Long Beach School District, 14 calendar days prior to the opening of school;
 - a. The receiving school will be determined by the school district;
 - b. Transfers are limited to another Long Beach Public School and depend on space available;
 - c. Transportation by the district may be provided but is not required;
 - d. Transfer will remain in effect as long as the original school is identified as persistently dangerous. The transfer may be temporary

or permanent at the discretion of the school district.

- 3) For those students who accept the transfer offer, complete the transfer within 20 calendar days.
 - 4) Develop a corrective action plan within 20 calendar days of notification; and
 - 5) Implement the plan in a timely manner.
 - 6) If a student becomes a victim of a violent criminal offense (as defined by MDE) while in, or on school grounds that the student attends, the Long Beach School District will offer to transfer the student to a safe school as outlined in section 2 within 14 days.
 - 7) Upon completion of corrective action, the district will apply to MDE to remove the school from the list of persistently dangerous schools.
6. The LEA shall report each student transfer effected pursuant to this policy to the State Board of Education in the Mississippi Student Information System.

LONG BEACH MIDDLE SCHOOL

D-10	D-11	B-16 DeMetz	B-11	C-14 Robotics	C-15 Carnack Reading	E-8 Neff	Library Kelly / Lassabe		E-4 Lock
D-8	D-9			C-12 Russell	C-13 Russell	E-7 Fisher			E-3 Seal
D-6	D-7			C-10 Kippes	C-11 Kippes	E-6			E-2
D-4	D-5	B-14 A. Ladner	B-9 Griffith & Comput er Lab			E-5		E-1 Newkirk	
Boys RR	Girls RR					Girls RR		Boys RR	
Main- tenance									
D-2	D-1 Wilson	Girls RR	Boys RR	Girls RR	Boys RR				
Cafeteria		B-12 Cochran Cassibry Rowe	B-7 Bateman	C-8 Bentz	C-9 Rollison	Band Hall Long & Sprinkle			
		B-10 Woodruff	B-5 Science Lab	C-6 Evans	C-7 Cooks				
		B-8 Work Room	Boys RR	Girls RR	Water Fountain				
		B-6 G. Ramsey	Girls RR	Boys RR	C-5 C. Ramsey				
		B-4 Guidance Office	Office		C-3 Attipoe				
		B-2 Lounge		C-2 Zink	C-1				
		Storage	Storage	A-3 Nurse	A-4 Flowers Jones				
		A-1	A-2 Kouba						
						Stage		Morgan	
						Gymnasium			

Front of School