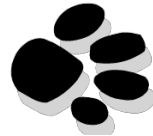
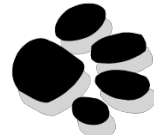
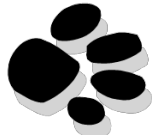


**Kosciusko High School  
2015-2016 Student Handbook**

**KHS MOTTO**

**Respectful!  
Responsible!  
Prepared!**

**We are our future!  
We are KOSY!**



**Kosciusko High School  
229 West Washington Street  
Kosciusko, MS 39090  
(662)289-2424-Phone  
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[www.ksd.k12.ms.us](http://www.ksd.k12.ms.us)**

Name _____
Address _____
City _____ Zip _____
Phone _____
Email _____

## WELCOME

Welcome to the home of the **Whippets** and the **Big Red Band** where spirit, pride and tradition are shown throughout the community. While it is impossible to make a rule to cover all situations that might occur, it is quite possible to provide you with a set of general rules and regulations that should greatly assist you in your everyday efforts at KHS. Therefore, the administration retains the right to add, adjust, and enforce rules and regulations that might be necessary for the safe, healthy, and efficient operation of the school.

### 2015-2016 Kosciusko School District Calendar

Whippet ***PRIDE*** is hard to hide!

August 3,4.....	Staff Development
August 5.....	Classes Begin
September 7.....	Labor Day Holiday
October 5-9.....	9 Weeks Test
October 14-16.....	Fall Break
October 21 .....	Report Cards
November 23-27.....	Thanksgiving Holidays
December 14-18 .....	Semester Exams
December 21-January 1.....	Christmas Holidays
January 4.....	Classes Resume
January 6.....	Report Cards
January 18.....	Holiday
March 7-11.....	9 Weeks Test
March 14-18.....	Spring Break
March 23.....	Report Cards
March 25.....	Holiday
May 16 -20.....	Final Exams
May 20.....	Graduation
May 23.....	Holiday
May 25.....	Report Cards
May 24-27.....	Teacher Workdays

### Attendance

Regular and punctual attendance on the part of all students is necessary for success in school. For some students, one tardy or one absence can be detrimental to good work. Students are expected to be in school except in cases of emergency or one of the following reasons: personal illness, illness in the family, death of a relative, quarantine of the home, doctor appointment for illness, and other special reasons prearranged with the principal and/or assistance principal. Students are encouraged to have dental appointments after school hours.

#### Two types of admit slips will be issued for absences:

1. Excused (meets one or more of the above criteria)
2. Unexcused (missed work and assignments cannot be made up. A grade of zero (0) can be issued for work missed.)

### Make Up Work

**Students** have the number of days missed not to exceed 5 days to make up missed assignments. For example, 1 absence allows for one (1) day to make up work, 2 absences and the student has two (2) days to make up the missed assignment, this is not to exceed five (5) days. This is the policy unless the work was assigned before the absence or if the absence was principal and/ or assistant principals approved or medically excused. The administration maintains the right to approve special circumstances.

**A student** must be present more than 50% of class period to be counted present for that period.

**A student –athlete** must be present at least 60% of the student's school day in order to be eligible for any extracurricular activities occurring on that day.

#### Steps to follow when absent:

1. Bring a written excuse from a parent, guardian or doctor to the office (note should state name, days absent, and reason for absence). **All notes and excuses are due upon your return.**
2. Present the note to office personnel between 7:30 and 7:55 am.
3. An admission slip will be given to the student by the office personnel and must be presented by the student to each class he/she missed for the teacher's signature. Leave the admit slip with the last period teacher.
4. Only five (5) parent excuses will be accepted per semester. Each day listed on the excuse constitutes as (1) parent note. After the 5<sup>th</sup> parent excuse, an unexcused absence will be given unless the student has a doctor's note or has been pre-approved by the principal and/or assistant principals. After five (5) unexcused absences the student will be referred to the Attala County Attendance Officer.
5. **CUMULATIVE ABSENCES:** There is a compulsory school law and absences will be referred to the Attendance Officer according to the law. A student who misses more than 25 days of school during a year, regardless of the reason, will not be promoted or receive credit for any course taken. Exceptions may be granted for extenuating circumstances such as accidents or extended illness when validated by a written excuse from a licensed medical doctor.

### Tardiness

Students are expected to be in their seats when the tardy bell rings. There are 4 minutes between classes. There are very few valid reasons for being tardy. Each student is allowed 3 unexcused tardies. Upon receiving the 4<sup>th</sup>, the student may be subject to disciplinary actions including but not limited to detention, work detail, paddling, ISS, or OSS. Only three (3) parent excuses will be accepted for tardiness in the morning (per semester).

### Checkout Procedures

No student may leave campus at any time without obtaining permission from the principal and/or assistant principals. Once a student reports to school, he/she is not to leave campus for any reason, other than signed out by a parent, guardian, or other properly designated person listed on the student's registration form. Check outs will not be performed over the phone or by hand written notes. **No Exceptions** will be made. Any student leaving campus without permission can be suspended for a minimum of 3 days. To be eligible for participation in a school activity, a student must remain in school on the day of the activity. Exceptions may be granted by the building principal.

### Early Release

Early release is a privilege for KHS Seniors who are on a clear track to graduate and have notarized permission from a parent or guardian. (Juniors may qualify if they have a notarized letter from

an employer requesting the student s an employee and are on a clear track to graduate.) Early release students must remain in acceptable academic and discipline standing. Students who have early release will be required to secure departing transportation within the first 5 days of school. Students are not allowed to remain on campus if scheduled for early dismissal. Failure to do so will result in losing this privilege and being placed in an academic class. If a student returns to campus for an athletic event, including practice, during the school day, the student is to enter the building when the bell sounds for that period and not before.

#### Out-Of-District Students

Students who live in another school district and wish to attend this school must obtain a transfer permit from their district's school board. This permit must also be approved by the Kosciusko School board. The students are responsible for their own transportation. Tuition must be charged.

#### WITHDRAWAL FROM SCHOOL

In the event it is necessary for a student to withdraw from school, the student is required to turn in all books to the classroom teacher and report to the Principal's office to pick up a withdrawal slip. All textbooks must be returned before a book card is issued. Student records will be forwarded upon written request by new school.

#### Report Cards and Grading System

**Report cards** will be issued each nine week term.

**Standard Grades:** A (90-100), B (80-89), C (70-79), D (65-69), F (Below 65), NG (No grade for incomplete work)

**9 weeks averages** will be determined as follows:  
Homework-10%; Daily Grades-30% and Tests-60%

**9 weeks grades** will be determined as follows:  
Nine Weeks Average = 3/4; Nine Weeks Exam=1/4

**Semester grades** will be determined as follows: Both nine weeks grades will be averaged and will count ¾ of the semester grade. The semester exam will count the other ¼.

**Seniors' final grade point average** shall be calculated as follows: All final averages shall be averaged for each course taken for a credit (Including specific courses taken in 8<sup>th</sup> grade).

#### Exemption Mid –Term/Final Exams

Students can earn exemption from mid-term/final exams in the following ways:

##### Mid-term

**A** – 2 Absences, **B** – 1 Absence, **Passing** with Perfect Attendance

##### Final Exams

**A** – Exempt, **B** – 1 Absence, **Passing** with Perfect Attendance

1. Maintain perfect attendance. Perfect attendance is defined as being neither absent nor tardy for any class. A student must possess a passing average for this rule to apply. Checking out of school negates perfect attendance. (Except students will be granted up to 5 doctor or dental visits per year that are one (1) hour or less each. These absences will require a doctor's excuse immediately upon return to school and will not affect perfect attendance.)
2. The administration retains the right to review special cases and to grant exemptions in cases of extenuating circumstances. This will not be used to overrule

exemptions where students fail to meet grade point requirements for exemptions.

#### HONOR ROLL

Two types of Honor Roll may be earned at Kosciusko High School:

1. Superintendent's Honor Roll: 90 and above
2. Principal's Honor Roll: 80 -89

#### Academic Honesty/Cheating

Academic integrity is the expectation at Kosciusko High School. Students who willingly and knowingly violate this expectation by cheating on assignments, submitting work which is not their own, acts of plagiarism, or using electronic devices to reproduce assessment images, will be subject to receiving a grade of "0" for the assignment and may face additional discipline action such as but not limited to detention, paddling ISS, and/or OSS.

#### Classification of Students

- 9<sup>th</sup> Grade** - Students who have completed 8<sup>th</sup> grade
- 10<sup>th</sup> Grade** - Students who have earned 6 credits-one must be English I
- 11<sup>th</sup> Grade** - Students who have earned 12 credits-one must be English II
- 12<sup>th</sup> Grade** - Students who have earned 18 credits

#### Institutional Requirements

All students entering 9<sup>th</sup> grade will be required to pass state high school subject area exams along with course requirements for graduation.

#### Credit Recovery

Credit recovery is a skill based course for students in grades 9 through 12 who have previously been unsuccessful (failed the course) in mastering content/skills required to receive course credit or promotion. Upon successful demonstration of mastery of the objectives, the student receives credit for the course. One credit recovery unit may be earned and applied towards graduation each summer. A maximum of 4 credits earned in credit recovery may be applied towards graduation.

#### Driver's Education

Course is offered during the school year and summer. One half credit is earned.

#### Dual Enrollment/Dual Credit

The Kosciusko School District will provide the opportunity for all students to participate in a dual enrollment and/or a dual credit program with Holmes Community College.

**Dual Enrollment** allows high school students to attend college classes while still in high school. Students must meet all eligibility requirements of the college. All fees, dues and any other cost are the responsibility of the parent/student.

**Dual Credit** allows high school students to earn college credit toward a postsecondary diploma at a Mississippi public college that will also count as a credit toward a high school diploma.

#### Eligibility Requirements for Dual Credit

1. Complete a minimum of 14 high school units
2. Earned a B cumulative grade point average or higher
3. Obtained a written recommendation from the counselor prior to enrollment in course.

### Academic Eligibility for Extra-Curricular Activities

Freshmen, Sophomores, and Juniors must pass a minimum of 6 credits (mid-year) and 6 credits (end of year). The average of those 6 must be a "C" or above.

Seniors must pass a minimum of 5 credits (mid-year). The average of those 5 must be a "C" or above.

### Subject Area Classes

**Students** scoring a grade of 84 or below in 8<sup>th</sup> grade Science are required to take Science Skills and Reasoning in the 9<sup>th</sup> grade.

**Students** scoring a grade of 85 or above in 8<sup>th</sup> Grade Language Arts can take Honors English in 9<sup>th</sup> grade.

### Schedule Changes

Schedule changes are made through the counselor's office.

Schedule changes are made only when absolutely necessary and with Principal's or counselor's signature. **NO CHANGES after the first 15 days of school.**

### Guidance

Kosciusko High School employs a guidance counselor to assist students in career planning, schedule development, college selection/admission, school adjustment, and dealing with personal problems. Records will be kept according to *Privacy Act of 1974*.

### Discipline

Discipline is a key to an excellent school. Always treat teachers and fellow students with respect. Apply yourself to your studies. Be on time. Failure to work and perform in the classroom is cause for disciplinary action. Fighting will not be tolerated. If you have a problem, seek help before it becomes serious. Student will receive a zero (0) for all work missed while either suspended or expelled. A student may be referred to the Alternative School. Any student who feels unjustly treated by a teacher or other employee has the right to appeal. The order of appeal shall be as follows: Teacher, Principal, Superintendent, and the School Board. Each level must be exhausted before appealing to a higher level.

### Fighting

**The Kosciusko School Board has adopted a zero tolerance policy for fighting at Kosciusko Junior High and Kosciusko High School.**

1. If your child is involved in a fight on campus, on the bus, or at school sponsored activities, he/she will be subjected to a **minimum 5 day suspension. This suspension will be immediate.** Your child will also be subject to the loss of all privileges during the rest of the school year, including participation in break, pep rallies, assemblies, and school trips.
2. Incidents involving fights will be handled by the Principal. All applicable police referrals and charges will be brought by the Principal.
3. Assignment to the Alternative School negates participation in break, pep rallies, school trips, and all non-academic honors. (including Cheerleading, Class Offices, Homecoming, Student Council, Who's Who etc...)
4. A student involved in a fight at a ball game will be banned from attending all further games and after school activities for at least the remainder of the school year.
5. Fighting on the bus will result in dismissal from the bus for an indefinite period of time, in addition to the above penalties.

6. Any student filming fights on campus, at school activities, or on a school bus will be subject to suspension and/or placement at the alternative school

### Weapons, Dangerous Instruments, and Contraband

A student shall not possess, handle, or transmit a knife, razor, ice pick, explosives, pistol, rifle, shotgun, pellet gun, or any other object that can reasonably be considered a weapon, dangerous instrument or any contraband materials. There will be a **zero (0) tolerance policy** concerning firearms. As required by *the Gun Free School Act*, **the penalty for bringing or handling a firearm on school property shall be expulsion from school and all of its activities for a minimum period of one calendar year.**

### Vandalism and Property Damage

Students are expected to take care of school property. Students who destroy, abuse, or vandalize school property will be required to pay for losses or damages as well as being subject to disciplinary action and/or legal action. Stealing is a violation of the law and shall be treated as such.

### Gang/Criminal Activity/Gambling

Students may not wear clothing, jewelry, or have in their possession any artifact with symbols which promotes gang affiliation or activity. Students who are found to be involved, promote, or be associated with gang activity while on or away from campus may be subject to discipline action and/or placed at the Alternative School. The student may be subject to legal action as well.

Gambling on school grounds is not permissible. Any student found to gamble or be in the possession of gambling items (i.e. dice) may be subject to discipline action.

### Fireworks

All forms of fireworks are prohibited at school, on buses, or school property.

### Social Media

Any student(s) posting images to Social Media during the school day that administration deems inappropriate may be subject to disciplinary actions.

### Drugs, Tobacco, and Alcohol

There will be a zero (0) tolerance policy concerning drugs, tobacco or nicotine related products, and alcohol in or on school property, during school hours, or at school-sponsored activities. Any student(s) violating this policy could be suspended and/or receive up to 90 days at the alternative school. Student(s) can be subject to legal action. Student(s) who have questions or want to discuss drug related problems are encouraged to talk with the principals, teachers, and/or guidance counselors. These conversations will be confidential. Referrals may be suggested if deemed necessary.

### Drug Screening

All students in grades 7-12 participating in extracurricular activities will be subject to **random** screening for illegal drug use. Extracurricular activities includes all athletic programs, cheerleaders, band, or group that represents students involved in competition and/or after-school-related activities or any student who seeks a privilege for which a school permit is required (i.e. operation of a motor vehicle on campus). Students involved in extracurricular activities and parent(s)/legal guardian(s) will be made aware of the drug testing process and the steps/consequences if a student tests positive. Every precaution will be taken to assure and maintain accuracy and confidentiality of the test results, including the maintenance of a documented chain of specimen custody to insure

the identity and integrity of the sample throughout the collection and testing process.

**PURPOSE:** The purpose of the Drug Screening Program is to aid and assist students involved in extracurricular activities. It is not intended to unduly interfere with the students' private lives or to bring hardship, but rather to protect the students' well-being and that of others who are associated with extracurricular activities in the Kosciusko School District.

#### **Chewing Gum, Candy, Etc...**

Kosciusko High School students are not to be in possession of any form of gum, candy, etc... in the school building or school grounds during school hours except break. Gum is not to be chewed on school buses or school grounds. When students are caught, the teacher or principal will discipline them.

#### **Physical Contact**

It is important for all students to understand that certain behavior may be viewed as correct in one social situation while at the same time be incorrect at another time or place. Physical contact, necking, and hand holding are inappropriate behaviors in school.

#### **Sexual Harassment**

Any and all forms of Sexual Harassment are hereby strictly forbidden. Any student who feels they are being sexually harassed by anyone (fellow student or school personnel) should make an immediate report to the Principal, Assistant Principal, Counselor or Teacher. The Principal or designee shall investigate any and all such complaints and seek immediate cessation and resolution of all harassment.

#### **Student Appearance**

Students will be expected to keep themselves well-groomed and neatly dressed at all times. Any form of dress or hairstyle which is considered contrary to good hygiene or detrimental to the conduct of the school will be forbidden. Shorts will not be permitted for girls or boys. Neither will tube tops, halters, backless garments, exposed midriffs, mini- skirts, or other similar clothes. Skirts may be worn but must come to the bend of the knee. If a transparent garment is worn, the garments underneath must be appropriate and meet school dress code. Clothing advertising alcoholic beverages or those with obscene or questionable printing on them will not be permitted. Clothing that is representative of gang activity will not be allowed. Unless the construction of clothing prevents it, shirts shall be tucked inside trousers. Girls may have only one item outside of trousers. T-shirts must be tucked inside trousers. No holes will be allowed in any garment. Sagging will not be permitted. Boys and girls are to wear pants to the waist. All male students must wear a belt which is fastened properly. No rubber bands are allowed around pant legs. Male students will not tuck their pants into their shoes or boots. All fasteners designed for use with an article of clothing will be fastened at all times with the exception of the top button on the collars. Shoes must be worn. No braless garments will be permitted. Students are not allowed to wear pajama pants or any other type of sleep wear. No caps or hats are allowed to be worn on the school premises during school hours. Sunglasses are not to be worn in the building. Piercings are allowed only on the ears (girls). No other facial piercing allowed. Students are not to have picks or combs in their hair. Students will not be allowed to wear clothing that promotes violence, vulgarity, etc. Boys – Jogging Pants/jogging suits may only be worn if the suit is KHS athletic team issued and the athlete is still in good standing as a member of the athletic team. Hoodies and sweatshirt tops are acceptable. Dress

codes also apply to all school-sponsored events. Due to the ever changing world of fashion, clothing deemed distracting to the learning environment will be at the discretion of the administration. Students who repeatedly disregard the dress code will be subject to suspension.

#### **Personal Hygiene**

Occasionally, head lice are found in our school. When notified, the parent or guardian will be asked to come to the school and get the child. To be readmitted to school, the student shall report to the school office with the box top from the product or the bottle and the dated sales receipt, showing proof of purchase. Follow-up treatment should be according to product label directions, usually 7 to 10 days following the first treatment. A note stating type of treatment and date of the second treatment should be sent to the school office. The student must report to the school office with the required information, after both first and second treatments for readmission to school. The 1997 Legislature passed a law that states after 3 occurrences of the head lice in one school year, the child will be referred to the health department for further education and treatment.

#### **Medication Policy**

The parent(s)/guardian of each student will be required to complete a Student Health form as part of registration. The form is to be updated by the parent(s)/guardian as needed. All prescription and over-the-counter drugs brought to school must be surrendered to the principal's office upon arrival at school. Students who fail to surrender medications to the office will be in violation of school policy and will be subject to disciplinary action, which may include suspension and /or arrest. Administrative personnel will be responsible for administering all medications; prescription, non-prescription. No student is to administer his/her own medicine. A medication authorization form must be completed by the parent/guardian for all medications, and a physician authorization form must be completed for any long-term medications, prescription or non-prescription. Medication must be in the original container with the label intact, including student's name, dosage, and expiration date of medication. Only a school week's supply should be sent at a time. The student may pick up the empty container on Friday. The parent/guardian is responsible for notifying the school of any changes concerning the administration of a medication.

#### **Self-Administering Asthma Medication at School**

A student with asthma may possess and use asthma medications when on school properties and at school sponsored activities. The school district shall incur no liability as a result of any injury sustained by the student from the self-administering of asthma medications. (*MS Code of 1972*)

#### **Before School**

The building will be open at 7:30 am. Students are to be either in the commons or on the sidewalk. Business with the office should be conducted between 7:30 and 7:55 am. Failure to obtain a proper admission pass during this time will result in an unexcused tardy.

#### **Driving to School**

Kosciusko High School has parking spaces to accommodate student drivers if properly used. Motor vehicles must have a school parking decal. It should be remembered that parking privileges on school property are just that—privileges. Failure to operate the vehicle responsibly and safely can result in the loss of the privilege.

**The Kosciusko School Administration reserves the right to search, with probable cause, any or all vehicles parked on the school campus. All drivers must follow these regulations:**

1. Drive carefully and thoughtfully at all times.
2. There must be no speeding, reckless driving, racing of engines or squealing of tires.
3. No students are to be in a parked car on the campus at any time.

**Bus Regulations**

Riding a school bus is a privilege, not a right, and may be revoked for gross or continued misconduct. Students are subject to school authority and all school regulations while riding the school buses.

**Only those students eligible to ride a bus may ride.** Students may not ride any bus other than their assigned bus without permission from the principal. The school bus driver is responsible to the school district to maintain student order and to ensure maximum safety at all times. Therefore, he or she is authorized to instruct and otherwise control students as to proper conduct and safety while they are on the bus. **A student** suspended from the bus must be picked up by 3:30 while under suspension. Failure to be picked up by 3:30 will result in a suspension from school the following day.

**School Sponsored Trips**

Permission slips are required for all out of town non-extracurricular school sponsored trips other than band and athletics.

**Announcements**

Announcements are made over the P.A. system at the beginning of 1<sup>st</sup> period. All announcements are to be signed by the teacher and sponsor involved. Announcements should be in the office by 7:45 am.

**Outside Rules**

1. Stay in designated areas
2. Keep hands, feet, and objects to self.
3. Show respect for teachers, students, and their possessions.
4. Use appropriate language. Use no obscene words.
5. Maintain proper voice level. Maintain proper conduct in all outside activities.
6. Refrain from littering the campus.
7. No wrestling, fighting, or running. Walk when moving about campus.
8. Break is a privilege and may be revoked.

**Halls**

Students should be in the halls only at the beginning and close of school and while moving from one class to another unless they have special permission or special duties that require them to be there. Students in the halls during class time must have passes. Students are asked to be courteous at all times and to keep to the right when moving in the halls. Running and shouting in the halls is never permitted

**Restrooms**

Loitering in the restrooms is forbidden. Students using restrooms during class must have a corridor pass. Students are expected to help maintain clean and sanitary restrooms.

**Lockers**

Each student is assigned a locker. All lockers are the property and responsibility of Kosciusko High School. **Lockers can be searched.** The Kosciusko School Administration reserves the right to search any or all lockers at any time, without the students'

knowledge and/or presence. No student has the right of privacy. Students will be responsible for keeping their locker free of damage or any markings.

**Textbooks**

Textbooks are the property of the Kosciusko School District and fines will be charged for abuse, damage, or loss.

**Workbook/Lab Supply Fees**

Like the vast majority of school systems, Kosciusko High School has fees for workbooks students use throughout the year. Parents are to send in either a check made out to Kosciusko High School or cash in a sealed envelope with the **exact amount**. **Please do not expect the school to make change as we do not maintain any cash in the office.** This fee is required to be paid in full within 60 days of enrollment or of the current school year. Failure to pay the balance by the 60<sup>th</sup> day may result in a loss of privileges such as Active Parent access, participation in break pep rallies, assemblies, and school trips.

**Phone Use**

The office phone may only be used in case of emergency. Permission from the person in charge of the office must be granted to use the phone. Students are not permitted to accept phone calls at school. Any message received for students in the office before 2:30 will be conveyed to the students.

**Closed Campus**

This school maintains a closed campus. Students are not to have visitors on campus. Unauthorized visitors are subject to arrest and prosecution. Students are not allowed to remain within the building or on school campus while waiting for an athletic event or practice without direct supervision from a member of the coaching staff. Students are never to leave campus during school hours without permission from the office.

**Cell Phones and Other Electronic Devices**

Students are not allowed to have electronic communication devices such as cell phones on their person at any time, while at school or on the school bus. Students may not bring MP3 players etc..., electronic games or cameras to school. If brought to school, they will be confiscated and a fee of \$25.00 will be charged for the release of the device. Such devices will only be released to a parent of the student. They will not be released to the student. The school reserves the right to destroy any such device if it is not claimed by a parent within 30 days. The school is not responsible for items that are stolen.

**Internet Use**

Computer/Internet use is provided as a privilege to students in the Kosciusko School District. Inappropriate use while on the internet, other network files or accounts is unacceptable. Inappropriate use includes copyrighted material, threatening or obscene material, cyber bullying, the design or detailed information pertaining to explosive devices, criminal activities or terrorist acts, hate speech social networks, sexting, sexism or devices, sexual harassment, pornography, games, gambling, illegal solicitation, racism and inappropriate language. This also includes vandalism, accessing a student's personal information, or a breach in security of a computer system. The consequences may include paying for damages, denial of access to computer use, detention, suspension, expulsion, or other remedies applicable under school disciplinary policy, state and/or federal law.

### **CAFETERIA**

Students are expected to be orderly, tidy, and mannerly in the cafeteria. Students will pay for meals in the cafeteria by having the correct change. All students must:

1. Demonstrate good table manners which include taking tray, milk carton, paper, silverware, etc., to proper place before leaving the cafeteria.
2. Keep hands, feet, and objects to self.
3. Refrain from breaking line
4. Use appropriate language. Use no obscene words, maintain proper voice level.
5. Show respect for teachers, students, and their possessions.
6. Students who drop their tray may be subject to discipline action.
7. Students are not to take food items from the cafeteria.
8. Meals are expected to be eaten in a timely manner.
9. Once a student leaves the cafeteria, and reports to the break area, the student may not reenter the cafeteria until the bell rings unless to use the restroom.

No parent or business will be allowed to bring any take-out orders or home-cooked lunches to school.

### **Breakfast Program**

A nutritious breakfast will be provided for all students desiring to eat breakfast at school. Students paying for their breakfast must pay as they go through the breakfast line.

### **Sportsmanship**

Students who attend extracurricular activities and events as a spectator must also respect the opposing teams and conduct themselves according to school rules. Failure to maintain proper student conduct at any event may result in immediate removal, suspension from future events, or other discipline actions.

**Parents and Students** alike should be aware that our school can be penalized by the Mississippi High School Activities Association for misconduct of any fan at any athletic contest.

### **Flowers, Balloons, Etc...**

The school will not accept delivery of flowers, balloons, candy grams, etc...

### **Sale of Merchandise at School**

Students may not sell any product for any reason at school or school-sponsored activities without prior approval from the principal. Products are not to be brought on campus.

### **Fire and Tornado Drills**

Fire and tornado drills will be held at regular intervals during the year. The alarms are as follows:

1. Fire Alarm or Bomb – Three (3) short bells or over the intercom.
2. Tornado – Five (5) short bells or over the intercom.
3. Intruder – One (1) Continuous bell

Exit routes in case of fire and assigned location in case of a tornado are located in classrooms. The fire drill procedure will be followed for all disaster evacuations.

### **Library Services**

All books, excluding reference books, have a two-week check-out period during the regular school session. For renewal, the book must be returned and re-stamped. Books placed on reserve by teachers may be checked out for overnight use.

Magazine, reference books, etc. may be used in the library.

Library fines for overdue books are 5 cents per day for regular books. Students with overdue books and/or library fines will not be allowed to check out additional materials until the fines are paid.

### **Election of Who's Who**

Qualifications and General Rules:

1. Residency: Must be enrolled and in attendance for the two (2) consecutive semesters prior to the election.
2. Academic Average: Must have maintained a 70 or above overall average in each course for the two (2) consecutive semesters prior to the election (70 or above on each nine weeks average).
3. Attendance: Must have missed less than ten days in each of the past two (2) consecutive semesters.
4. Extracurricular\*: Must be involved or have been involved in at least one (1) extracurricular activities over the past two (2) consecutive semesters prior to the election.
5. There shall be no dual system of black and white for any honors.
6. All honors at the high school are for seniors except class favorites and class beauties.
7. There shall be a nominating election in which students shall nominate candidates for honors.
8. The Teacher Screening Committee shall review all nominations. The top two qualifiers shall be voted on by the students for final election.
9. After the final election, office personnel/administrators shall tally all votes. Prior to any results being released, any student elected to more than three (3) honors shall be required to make a selection of only three honors (to be done in conference with the building administrators). The students with the next most votes for the honor(s) will automatically become the winners.

### **Candidates for Mr. and Miss KHS**

Qualifications:

1. Residency: Must be enrolled and in attendance for the two (2) consecutive semesters prior to the election.
2. Academic Average: Must have maintained an 85 or above overall average for the two (2) consecutive semesters prior to the election.
3. Attendance: Must have missed no more than nine days total during the past two (2) consecutive semesters.
4. Extracurricular\*: Must be involved or have been involved in at least two (2) extracurricular activities over the past two (2) consecutive semesters prior to the election.

\*Extracurricular Activities: athletics, band, club organizations and offices

Candidates for Mr. and Miss KHS (12<sup>th</sup> graders only) will be screened by a teacher committee consisting of five members to select those individuals who meet qualifications. That slate of candidates shall be presented to the students and the top two (2) nominees shall progress to a runoff election.

### **Most Intellectual**

Teachers will be presented a list of those students with 90 or above overall average for two (2) consecutive semesters prior to the election. Teachers will vote for one boy and one girl.

### Awards

An annual awards presentation will be held to honor outstanding academic achievement. In addition, awards will be presented to seniors at graduation.

### Clubs and Organizations

A number of clubs and organizations exist at KHS for the student's enjoyment and education. They include: Student Council, Annual Staff, Paper Staff, Beta Club, Fellowship of Christian Athletes, Math Club, Science Club, FBLA, BICA and DECA. Students must be in good academic and disciplinary standing in order to belong to clubs/organizations and attend meetings. Academics always take precedence over clubs and organizations and attending meetings. A schedule of meeting times has been provided to each sponsor.

Clubs and organizations will meet only upon request.

No student may hold more than two offices in clubs and organizations. Only one of these may be a major office. Major offices include President of any club and editor of **Kos-Z-Hi Daze**. Minor offices include Vice-President, Secretary, Treasurer, and Student Council Member. To run for an office, a student shall have an overall "C" average in his academic subjects at the end of the preceding semester. The Kosciusko School District does not sponsor dances.

### Homecoming

The following rules apply to homecoming election:

Grades 9 through 11: Two (2) maids will be selected from each grade by popular vote. From a list of girls, the students in each grade will select, by popular vote, the two (2) maids.

Grade 12: From a list of all senior girls, the seniors will select five girls by popular vote. From these five girls, the students (grade 9-12) will elect, by popular vote, a homecoming queen with the four runners-up being senior maids.

### Notification of Rights under FERPA

*The Family Education Rights and Privacy Act (FERPA)* afford parents and students 18 years of age (eligible students) and/or other certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the district receives a request for access.

Parents or eligible students should submit to the school principal a written request that identifies the record(s) they want to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request an amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading.

Parents or eligible students may ask the Kosciusko School District to amend a record they believe to be inaccurate or misleading. They should write the school principal, clearly identify the part of the education record they want changes, and specify why it is inaccurate or misleading.

3. The right to consent to disclosures of personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement

unit personnel); a person serving on the school board, or a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist).

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

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue SW  
Washington, DC 20202-4605  
202-260-3887  
TTD 202-260-8956

5. The district has designated the following information about students as directory information:
  - A. Name
  - B. Participation in officially recognized activities and sports
  - C. Height and grade of members of athletic teams
  - D. Awards received
6. Parents of students or eligible students have the right to refuse to let the Kosciusko School District designate any or all of the types of information about the student as directory information by notifying the Kosciusko School District in writing by August 15 for the upcoming school year or writing 31 days after enrollment, whichever is later.

**The Kosciusko School District does not discriminate on the basis of race, color, sex, national origin, age, religion, or disability. All disability questions should be directed to:**

### Special Education/Section 504/Americans with Disabilities Office

206 South Huntington Street  
Kosciusko, MS 39090  
(662)289-7193

### **Kosciusko High School Bell Schedule**

#### **First Lunch/Break**

Warning Bell	7:50-7:58
1 <sup>st</sup> Period	7:58-8:58
1 <sup>st</sup> Break	8:58-9:08
2 <sup>nd</sup> Period	9:12-10:04
3 <sup>rd</sup> Period	10:08-11:0
1 <sup>st</sup> Lunch	11:04-11:25
4 <sup>th</sup> Period	11:29-12:21
5 <sup>th</sup> Period	12:25-1:17
6 <sup>th</sup> Period	1:21-2:13
7 <sup>th</sup> Period	2:18-3:10

#### **Second Lunch/Break**

Warning Bell	7:50-7:58
1 <sup>st</sup> Period	7:58-8:58
2 <sup>nd</sup> Period	9:02-9:54
2 <sup>nd</sup> Break	9:54-10:04
3 <sup>rd</sup> Period	10:08-11:00
4 <sup>th</sup> Period	11:04-11:56
2 <sup>nd</sup> Lunch	12:00-12:21
5 <sup>th</sup> Period	12:25-1:17
6 <sup>th</sup> Period	1:21-2:13
7 <sup>th</sup> Period	2:18-3:10