

THE LEARNING CENTER



**“LEARNING IS NOT A DESTINATION,
BUT A JOURNEY”**

**STUDENT HANDBOOK
2023 - 2024**

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FOREWORD

The purpose of this handbook is to give information to the students who will attend The Learning Center. It will provide an awareness of the opportunities and responsibilities that all are expected to share and accept, and it will reflect the purposes of The Learning Center.

The Learning Center of the Gulfport School District is a safety net school for academic and behavior purposes. Alternative behavior students from grades 4 – 12 in the Gulfport School District may be assigned to TLC for an initial 45-day placement.

Students who are referred for academic purposes in grades 7 and 8 will stay the entire year in our Safety Net program unless another available academic placement is made that is in the best interest of the student.

High school students may be assigned to our Blue School for credit recovery and/ or academic completion classes.

MISSION STATEMENT

The mission of the Gulfport School District is to inspire each student to become a problem solver, lifelong learner, and productive member of society.

SUPERINTENDENT'S MESSAGE

In an effort to keep our students and parents informed about programs, policies and procedures within the schools of Gulfport, we have prepared for you the 2020-2021 Student Handbook. The handbook contains general information about education in the Gulfport School District.

We encourage our parents to read this material with their child to better ensure that the student understands the information. If any aspect of the handbook is unclear or confusing to you, do not hesitate to talk to the principal of The Learning Center, at 897-6045, or Dr. Mike Tatum, Assistant Superintendent, at 865-4706, or call me directly at 865-4605.

The success of your child is crucial to future school success. It is our desire to partner with parents to make this year as successful as possible for each student at The Learning Center. We look forward to the effort.

Glen East
Superintendent

SPECIAL NOTE

Emergency Operations - The Harrison County School District and the Gulfport School District are separate school districts, and neither is connected to the other in any way. Students who attend The Learning Center are to follow the Gulfport School District calendar. In the event of an emergency weather situation that necessitates the closing of school during the school day, parents are asked to listen to the radio and/or local television for announcements. If such an announcement is made, please be prompt in picking up your child(ren), as school personnel also will need to leave as soon as possible.

Americans With Disabilities Act-The Gulfport School District will not discriminate on the basis of disability in admission or access to, or treatment or employment in, its programs and activities to the extent provided by law.

GULFPORT SCHOOL DISTRICT ADMINISTRATION

| <u>School District Board of Trustees</u> | <u>Superintendent</u> |
|--|---|
| Mrs. Bridget Weatherly – President | Mr. Glen East |
| Mr. Randy Richardson – Vice-President | <u>Assistant Superintendent</u> |
| Mr. Ben Vance – Secretary | Dr. Mike Tatum |
| Mrs. Gwen Jones – Assistant Secretary | <u>Chief Financial Officer</u> |
| Dr. Rainna Bahadur – Member | Mrs. Stacey Penny |
| Mrs. Heather Smith – Board Attorney | <u>Director, Instructional Programs</u> |
| | Dr. Lea Bellon |

DIRECTORY OF GULFPORT ELEMENTARY/MIDDLE/HIGH SCHOOLS

| <u>Schools</u> | <u>Principal</u> | <u>Address</u> | <u>Phone</u> |
|----------------------------|------------------|------------------------------|--------------|
| Anniston Elem. | Rachel Gibson | 2314 Jones Street | 896-6309 |
| Bayou View Elem. | Tess Lawrence | 4898 Washington Ave. | 865-4625 |
| Central Elem. | LaWanda Thornton | 1043 Pass Road | 865-4642 |
| Pass Road Elem. | Simone Fairley | 37 Pass Road | 865-4659 |
| 28 th St. Elem. | Robin Auringer | 3034 - 46 th Ave. | 867-2140 |
| West Elem. | Heather Chesman | 4051 - 15th Street | 870-1025 |
| The Learning Center | Michael Goodwin | 1215 Church Street | 897-6045 |
| Bayou View Middle | Joshua Broussard | 212 - 43rd Street | 865-4633 |
| Central Middle | Patricia Moss | 1310 - 42nd Avenue | 870-1035 |
| Gulfport High | Wendi Husley | 100 Perry Street | 896-7525 |

GULFPORT STRATEGIC PLANNING MISSION STATEMENT

The mission of the Gulfport School District is to inspire each student to become a problem solver, lifelong learner, and productive member of society.

BELIEF STATEMENTS

We believe that:

- All people are responsible for the choices they make.
- Family is the most powerful influence on children and society.
- All people can learn, but at different rates and in different ways.
- Self-worth and self-respect are essential to self-fulfillment.
- High expectations yield higher achievement.
- There is basic worth in every individual.
- Education provides access to unlimited opportunities.
- Learning is a life-long process.

ALCOHOL, DRUGS, AND SMOKING/VAPING

The laws of the State of Mississippi are clear concerning the issue of controlled substances. **THE POSSESSION OR USE OF ANY AMOUNT OF CONTROLLED SUBSTANCE IS ILLEGAL AND PROHIBITED BY STATE LAW.** In compliance with this, the Gulfport School District makes its position clear relative to the use, sale, manufacture, or possession of any controlled substance on or in any part of the campuses or buildings of the District during any period of time when students are subject to the authority of school personnel. The following procedure has been adopted by the Board of Trustees of the Gulfport School District.

After gathering evidence that a student is using or possessing alcohol, drugs, drug paraphernalia, or any other controlled substance, the administrator will:

1. Provide the student with oral and written notification of the nature of the violation, and intended punishment.
2. Provide the pupil with an opportunity to tell his/her side of the story.
3. Explain the evidence of the violation upon which the administrator is relying.
4. Notify the parents/guardians of the charges and intended punishment.
5. Suspend the student for five (5) – nine (9) days.
6. Schedule a hearing with the principal, parents/guardians, student, and superintendent within the five-day suspension period.
7. At the hearing, the following actions may be taken:
 - a. All charges dropped and the suspension lifted,
 - b. Suspension extended,
 - c. A recommendation for expulsion be made to the Board of Trustees of the Gulfport School District, or
 - d. A recommendation be made that the student be allowed to withdraw from school; and

Inform all parties that they have a right to appeal all decisions to the Board of Trustees of the Gulfport School District and to request a Board hearing at any time.

It is our goal and intention to provide all students of The Learning Center the opportunity to receive an education in the healthiest atmosphere possible.

Therefore, we hope that cooperation will replace confrontation and the enforcement of this policy will not become necessary. School authorities will cooperate with law enforcement officials concerning a student's unlawful possession of alcohol, drugs, drug paraphernalia, or any other controlled substance.

ARTICLES PROHIBITED IN SCHOOL

Problems arise each year because students bring articles that are hazardous to the safety of others or interfere in some way with school procedures. Such items as artificial mouth ware, book bags, toothpicks, sunglasses, toy guns, water pistols, slingshots, more than \$20, ball bats, skateboards, stickpins, containers, radios, electronic games, jewelry, hats, candy, computer disks, gum, picks, incense, binders, trapper keepers, make-up, combs, brushes, laser pens, lights, photographs, magazines, etc., if brought to school, will be impounded. In addition to having the prohibited items impounded, the student may be subject to disciplinary action. Some items will be returned at the discretion of the principal while other items may be discarded. The school is not responsible for impounded articles.

Cellular phones, and/or other communication devices are not allowed on the campus. If confiscated, these items will be impounded until the student returns to his/her home school. Carrying fireworks, firearms, knives, items that can be mistaken as a weapon, and/or other implements that can be used as a weapon is strictly forbidden and the strongest disciplinary action will be taken and these items will also be impounded. A student bringing any weapon on campus may be recommended for expulsion. Law enforcement authorities will be notified. A "weapon" means any device, instrument, material or substance that can cause physical injury or death when used. Examples include but are not limited to a firearm, BB gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, brass knuckles, sling shot, metal knuckle knife, box cutter, cane sword, electronic dart gun, Kung Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb.

Purses must be placed in an assigned area as the student enters the building and remain there until the student leaves school for the day.

Large overcoats or trench coats are not allowed at The Learning Center.

ASBESTOS

Our school building has been inspected for friable and non-friable asbestos as required by the Asbestos Hazard Emergency Response Act. Results of these inspections are on file in the principal's office and at the central office. If you wish to inspect these records, please contact the appropriate school official.

ATTENDANCE

Punctual and regular attendance is of paramount importance for a student's academic success. Each student should attend school every day. When it is necessary for a student to be absent from school, the parent or legal guardian is requested to telephone the office (897-6045) on the day of the student's absence. A student who is absent from school is responsible for completing missed assignments.

Attendance Law

The attendance law of the State of Mississippi serves to ensure that parents / guardians have their children in school unless an absence is of absolute necessity.

- A. Lawfully excused absences include the following:
 - 1. Illness or injury (Doctor/School Nurse note must be provided).
 - 2. Death or serious illness of a member of the immediate family.
 - 3. Medical or dental appointment (Doctor's excuse must be provided.)
 - 4. Court appearance (Court papers must be provided).
- B. Parent Liability
 - 1. If a child has accumulated 5 unlawful absences, the principal or school superintendent will report the absences to the MS State Attendance Officer and/or Family Court.
 - 2. Parents / guardians who refuse or willfully fail to adhere to this law will be guilty of negligence and upon conviction will be punished in accordance with Section 97-5-39 (Mississippi Code, 1972.)

Absences

- A. If the student will be late or absent for the day, it is the parent's/guardian's responsibility to contact the school.
- B. All absences are reported to the student's referral school. The student's referring school will determine if that student fails academically due to absences.
- C. Absences are reported to MDE at the end of each calendar month. Once reported, the absence classification may not be changed. If a student is absent through the end of one month and into the beginning of the next month, an excuse must be brought in by the last day of the preceding month to be counted for that month. Another excuse must be brought in within 3 days after the student returns to school.

Check-Ins

A parent or guardian must accompany students checking in after 8:10 a.m. Students who report to school late must report to the office with a parent or guardian to sign in and get a pass to class. Students then report immediately to class. Failure to do so will result in truancy. All students who check in late will be treated as tardy or truant unless the principal excuses the incident. Students must be present a minimum of 67% of the day to be considered present for the day. Students who check-in unaccompanied by a parent or guardian to sign them in will be placed in ISS until the parent or guardian can be contacted.

Checking Out of School

No student will leave school without permission from the principal or designee. Please do not check out students during the last 30 minutes of the school day because of interruptions in instruction as well as safety issues. Students will be allowed to check out of school for personal illness or verified emergencies. A parent or guardian must sign the student out before the student is allowed to leave school.

Leaving Campus

A student is considered to be in attendance at The Learning Center immediately upon entering the school bus, campus and/or grounds. No student, whether transported on public or private conveyances, may leave the school campus or grounds without first obtaining written permission from the office. Failure to comply with the above policy will result in disciplinary action or arrest.

Truancy

- a. A student is considered to be truant if absent from any class without the knowledge and permission of the parent. Additionally, any student who leaves campus without following the checkout procedure is truant.
- b. In order to notify the school of a student's absence, parents are to call the school to report all absences (897-6045).
- c. Each individual truancy case will be decided by the principal with appeal rights of the decision through the Superintendent and the Board of Trustees.

AUTOMOBILES AND PARKING

No student automobiles will be allowed on campus. Students are not permitted to drive or walk to school. Students will be transported to and from school by bus or parent.

BUS CONDUCT AND TRANSPORTATION

Questions and inquiries regarding stops, routes and student eligibility must be directed to the Transportation Department. Students are allowed to ride their assigned bus only. Students are assigned to buses and bus stops according to their address of record.

Students must board and exit the bus at their designated bus stop. Failure to do this will result in suspension. Students may not ride on a bus from another school district. The privilege of riding the bus carries with it some responsibilities on the part of the student and the student's parents or guardians. Drivers are expected to keep order and discipline on the bus, but their major responsibility is driving the bus. A student's failure to conform to acceptable standards of behavior and courtesy will result in his/her being subject to disciplinary action by the building principal. Therefore, students are expected to cooperate with the following regulations:

SCHOOL BUS REGULATIONS

1. No person, other than a student scheduled to be a passenger on a particular bus, a member of the Gulfport School District administration or faculty, or a law enforcement official, may board the bus or directly or indirectly interfere in any way with passenger entry on to or exit from the bus or the operation of the bus without permission from the **Principal**.
2. All passengers are to obey orders of the driver and bus monitor and to show proper courtesy and respect to drivers and bus monitors.
3. Students must be at assigned stops at loading time. Students must not play on public roadways while waiting for the bus. Students must wait until the bus comes to a complete stop before attempting to enter.
4. Students are to be seated immediately upon entering the bus and are to remain seated until they arrive at their destination and the bus comes to a full stop.
5. Students are to sit in seats assigned by the driver or bus monitor.
6. Students are not to touch the outside of the bus and are not to hang heads, arms, legs, bodies or hands out of the window of the bus.
7. Students may not leave the bus on its way to or from school.
8. Talking and other noises are not permitted on the bus.
9. Students are not to molest or bother other students in any way, either at the bus stop or on the bus.
10. Vulgar language and obscene gestures are prohibited on the bus.
11. Students are not to throw objects while on the school bus.
12. No beverages or food may be consumed on the bus.
13. Students are asked to assist in keeping the interior of the bus clean.
14. Students will board the bus and leave the bus and the bus stop according to the instructions of the driver or bus monitor.
15. Smoking and/or possession or use of any tobacco product is prohibited on the bus and at the bus stop.
16. Possession, consumption or being under the influence of drugs and/or alcohol on the bus or at the bus stop is prohibited.
17. Students may not ride outside the bus.
18. Students are not to fight or “tussle” on the bus or at the bus stop.
19. Possession of deadly weapons, including realistic replicas, is prohibited on the bus and at the bus stop.
20. The only children allowed on buses are those who are enrolled at The Learning Center.
21. Students are prohibited from engaging in any conduct that creates a risk or hazard to the health or safety of themselves, another student, the bus driver or bus monitor, or any other person on or adjacent to the streets and highways upon which the bus travels.
22. Articles that are prohibited at The Learning Center are also prohibited on the school bus.
23. TLC dress code also applies on the bus.

PENALTIES

1. Any student who fights or “tussles”, who possesses a deadly weapon, including realistic replicas, who possesses, consumes and/or is under the influence of drugs, alcohol, and/or tobacco products, or who engages in any conduct which creates a risk or hazard to the health or safety of himself, another student, the bus driver or bus monitor, or any other person on or adjacent to the streets and highways upon which the bus travels, is subject to

immediate discipline in accordance with the severity of the offense, including expulsion from the privilege of bus transportation for the remainder of the school year.

2. Violation of any school bus regulations other than those identified in paragraph 1 above may result in punishment as follows:
First Offense: Warning
Second Offense: Suspended from the bus for 3 days
Third Offense: Suspended from the bus for 5 days
Fourth Offense: Suspended from the bus for 15 days
Fifth Offense: Bus expulsion for the remainder of the school year

However, depending on the severity of the infraction all disciplinary options will be considered as are deemed necessary by the administration.

3. In addition to the penalties prescribed above, students may be subject to further discipline, as appropriate, under other policies of the Gulfport School District, including, but not limited to policies JCD, JCDAC, and JCBC.
4. In addition to the above, students and their parent or guardians will be held financially responsible for damage to the bus, including damage to seats, caused by their actions.
5. Students will be notified in writing of penalties imposed for violation of school bus regulations.

APPEALS

Appeals from penalties prescribed pursuant to this policy will proceed in accordance with the District's hearing procedure as set forth in Policy JCEB. Punishment consisting of suspension from the privilege of bus transportation for ten (10) or fewer days will proceed in accordance with the provisions of Section II, short-term suspension ten (10) or fewer days) of Policy JCEB. Penalties consisting of suspension from the privilege of bus transportation for more than ten (10) days will proceed in accordance with the provisions of Sub-section I, expulsion/long-term suspension (more than ten (10) days) of Policy JCEB. Legal Reference: Mississippi Code 1972, {37-9-71}; {37-41-2}; If the student is suspended from riding the bus, it becomes the parent's responsibility to arrange transportation for the student. Students entering the school after 8:10 a.m. are considered tardy and must be signed in by an adult. All students MUST be picked up by 2:20 p.m. Transportation: First Student 868-7720

CAFETERIA

The cafeteria is operated on a non-profit plan in cooperation with the State and Federal Lunch Room Program. The meal consists of a well-balanced lunch and a carton of milk. The cost for breakfast is one dollar and twenty-five cents (\$1.25) full rate, or thirty cents (\$.30) for reduced rate. Lunch is two dollars and fifty cents (\$2.50) for full rate and forty cents (\$.40) for reduced rate. We suggest your child pay by the week for lunch and breakfast on Monday morning. The cashier in the cafeteria collects all lunch money. Teachers are not responsible for students' lunch money. Students are not to bring items for

lunch that must be cooked or heated before eating. Students who bring lunch may purchase milk for 50 cents; however, students are not to bring soft drinks. Milk is the only beverage provided by the school that will be available to students in the cafeteria. Students are not permitted to charge meals. All students will report to the cafeteria for lunch. No one will be allowed to go off campus for lunch. All students are encouraged to patronize the cafeteria daily. Any eating or drinking during lunch must take place in the cafeteria.

The following rules help to promote a good lunch program:

1. Observe good dining room manners at the table.
2. Leave the table and the surrounding area clean and orderly.
3. Put trash in proper containers.
4. Do not leave the cafeteria with food.
5. Do not break in line.
6. Sit in assigned seat.
7. The only food allowed in the cafeteria will be meals cooked in the cafeteria or brown bag lunch.
8. After eating, students must remain in the cafeteria until dismissed.
9. Soft drinks will not be allowed in the cafeteria.
10. Students are to obtain all items when in the cafeteria line.
11. Students may not purchase extra food.
12. When talking is permitted, students are allowed to converse with students who are seated at their table only.

CANCELLATION OF SCHOOL

Cancellation of school takes place only during circumstances such as extreme weather, equipment failure, or public crisis. The Gulfport School District Board of Trustees and administrators are aware of the hardship that can be caused by an abrupt cancellation of school. Therefore, school will not be canceled unless a significant safety risk has been created by unusual circumstances. Every practical means is used to notify parents of a cancellation, including radio, TV, etc. Please listen for such announcements; and remember, we are the Gulfport School District, not the Harrison County School District.

CARE OF BUILDING

As good citizens, students are expected to assist in the care of the building and the grounds by using waste baskets and trash cans for the disposal of waste materials. Students should make a special point to help protect our school property from damage or abuse. Writing on or defacing school property may be considered an act of vandalism. This may result in an arrest.

CELL PHONES/BEEPERS/COMMUNICATION DEVICES

Because of the recognized association with drug trafficking, the use of beepers, cellular phones, or any communication device is prohibited by students on school property or during any period of time when on campus or school bus. All cell phones/beepers/communication devices will be taken and held in the office until the student returns to his/her home school. The school is not responsible for impounded articles.

CHANGE OF ADDRESS AND PHONE NUMBER

To promote better communication between school and home, the school must have your current address and phone number. Report any changes in address or phone numbers to your student's school as soon as the change takes place. A change in transportation arrangements will not occur until the address of record has been changed. Two proofs of residency will be required to change the address of record.

CHEATING

Cheating will not be tolerated. Violation of this rule will result in the student being assigned a zero for the assignment or administered an alternative exam. ISS/OSS may be assigned.

CHILD ABUSE

School personnel are required by law to report suspected child abuse to the appropriate agency. (MS Code 43-21-353)

CONFERENCES

Parent-teacher conferences are encouraged. Parents may call the office and request an appointment, which must be scheduled during the teacher's planning time or before or after school. When possible, conferences should be scheduled at least 24 hours in advance.

COMMUNICABLE DISEASES & ILLNESSES

A student with a communicable disease or illness, such as chicken pox, measles, flu, pink eye, COVID-19, etc., must remain at home until the disease is no longer a threat to other students. Prior to the student's return to school, health clearance from the child's physician, the Mississippi State Health Department, or the school nurse must be provided to the school.

COMPUTERS

The Learning Center provides each student the opportunity to complete a portion of his/her work with the use of several network software programs. Students are to only log on the programs with the password assigned to them. Students are only allowed to use the computer programs authorized by the teacher. Any violation of this rule will result in serious disciplinary action. Any damage to the computers or the programs will result in the student's paying for the damage and possible suspension or referral for expulsion. The Internet Use Policy (GSD Policy GAHC/GAHC-R) is strictly adhered to.

COUNSELING SERVICES

The counselor, like the teachers and administrators, are here to help students to become all they are capable of becoming and to provide specific services to students attending The Learning Center. These services are directed toward:

1. Motivating and improving the student's interpersonal skills and relationships;
2. Developing personal goals within the norms of society and community;
3. Modifying behaviors that interfere with the academic functioning of the

- students;
4. Engaging family members of the students in creative family-student-school partnerships;
 5. Collaborating with faculty for a positive community to meet the school's mission.

Concerned parents and students may contact the counselor at school any time between 8:00 a.m. and 3:30 p.m., Monday through Friday. The phone number is 897-6050. Students should get permission from their teachers when they need to see a counselor during any part of a class period.

DISASTER DRILLS

1. Tornado – The signal for a tornado drill will be one long ring of the bell. If the bells are not working, runners will notify the teachers or the intercom system will be used. Students must move quickly in an orderly manner to their designated areas under the direction of their teacher. One long ring of the bell will signify the end of the drill. The school will have at least one tornado drill per year.
2. Fire Drill – The signal for a fire drill will be a series of three short rings of the bell. Students must move quickly and in an orderly manner along assigned routes from the building to a safe outside area. One long ring of the bell will signify the end of the drill.

DISCIPLINE PROCEDURES

The goal of a discipline policy is to change student behavior. Every student should strive to achieve a high standard of self-discipline. A student should be conscious that his/her conduct should always serve as a worthy example. We believe that a discipline code which promotes mutual respect based on the following statements is essential to the operation of an effective school.

1. All students can choose to behave responsibly.
2. All staff accepts responsibility for administering clear and consistent expectations for student behavior.
3. All students accept personal responsibility for meeting the expectations for their behavior.

Core Rules

1. Be punctual and bring all supplies to class (PENCIL, PAPER, books, assignments, and homework).
2. Keep hands, feet, and belongings to yourself.
3. Remain seated in assigned seat unless otherwise instructed.
4. Talk only with permission.
5. Follow all directions.
6. Gum and candy are not allowed in the school.
7. No drawings, pictures, or writing on classroom notebooks.

Actions Leading to Suspension (ISD, OSS, or EXPULSION)

1. Being disrespectful to any staff member, substitute teacher, or visitor.
2. Theft
3. Use of obscene, threatening, violent, or profane language or gestures directed toward any staff, visitor, or other student.
4. Deliberate refusal to obey a teacher or staff member.
5. An illegal walkout from a classroom or a school building/campus.
6. Committing or attempting to commit an act of violence (such as hitting, kicking, punching, and scratching) upon another student or any other person lawfully on school property or attempting to do so.
7. Blackmailing, threatening, or intimidating other students (verbal or written).
8. Blackmailing, threatening, or intimidating teachers (OSS) (verbal or written).
9. Possessing any kind of fireworks or weapons (OSS).
10. Possession and/or distribution of material unauthorized by the principal.
11. Intentionally damaging or destroying school district property or the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property. Graffiti or arson are included.
12. Gambling
13. Possession, selling and/or consumption of illegal substance/tobacco or nicotine products vapes/electronic cigarettes, or alcohol, or being under the influence of either. (OSS) ("Illegal substances" include, but are not limited to: inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, spice, look-alike drugs, and any substances commonly referred to as "designer drugs.")
14. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner (OSS).
15. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
16. Cheating
17. Lying to school personnel
18. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
19. Discrimination, which includes the use of race, color, creed, national origin, religion, gender, sexual orientation, or disability as a basis for treating another in a negative manner.
20. Harassment, which includes a sufficiently severe action or a persistent, pervasive pattern of actions or statements directed at an identifiable individual or group which is intended to be or which a reasonable person would perceive as ridiculing or demeaning.
21. Intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm.
22. Selling, using or possessing obscene material.
23. Possession or smoking a cigarette, cigar, pipe, water vapor cigarette or using chewing or smokeless tobacco.
24. Inappropriately using or sharing prescription and over-the-counter drugs.
25. Gang symbols (body signals, symbols verbal or written)
26. Committing an act of violence (such as hitting, kicking, punching, shoving, or

scratching) upon a teacher, administrator or other school employee or attempting to do so (OSS).

Disciplinary Consequences

It is the goal of students and faculty to have an environment in which teachers are able to teach and students are able to learn. When a student is referred to the office, parents will be notified either by letter or with a phone call. Suspension or expulsion may be recommended for the student.

In-School Detention (ISD)

When a student is assigned to ISD, he/she is given a copy of the rules. The rules are as follows:

1. Student will be assigned a seat that may not be moved. Student is to remain seated until asked to get up. Student may not get up from seat without permission. (Face forward, feet in front)
2. Student must maintain ABSOLUTE SILENCE.
3. Student must earn 2 points per period/subject to receive credit for the assigned day.
4. Students may not put their head on their desk or sleep.
5. If student is absent one of his/her assigned ISS days, the student will complete the ISS assignment until all assigned days are served.
6. Student's assigned seating area must be clean. Books and ISD work must be ready to turn in at 2:15 p.m.
7. Students who write on the wall or other areas in ISD will be subject to OSS and possible arrest.
8. Students must complete all assignments in each subject area each day. The assignment sheet must be returned with the assignments.
9. Textbook assignments must be completed first. No textbooks will be checked out while student is in ISD/alternate room setting.

DISPLAY OF AFFECTION

The school day is not the time for public displays of affection. We expect students to behave as ladies and gentlemen at all times. Students caught hugging, kissing, etc., will be sent to the office for disciplinary action.

DISTANCE LEARNING

In the event of a long term school closure, Gulfport School District may make distance learning opportunities available to students. This may include sending home additional work and available electronic devices for online learning opportunities. Parents must agree to pay for any lost or damaged electronic devices.

DRESS CODE

Good learning situations depend on the best possible behavior and attitude of students.

Students should be encouraged to take pride in themselves and to strive to meet public expectations. Students should be neat and clean, thus reflecting favorably on themselves and the school. Safety, health, and individual dignity provide the basis for any dress code. If a student's clothing is disruptive to the learning environment or if it is embarrassing to others, steps will be taken to deal with the individual student. Teachers and/or staff may counsel with students about attire that may not be acceptable. Where there is any doubt that students are not adhering to the standards of dress, the principal or designee will render the final decision.

ALL CLOTHES MUST FIT PROPERLY. No see-through clothing is permitted. Undergarments must be worn at all times during the school day and may not be visible on the outside. Female students are required to wear a bra. Any style of clothes tending toward immodest, indecent or risqué dress is prohibited.

SHIRT – Students may wear only solid color blue polo-type shirts with a collar. Optional long or short sleeve white t-shirts may be worn under the polo-type shirt. Hooded garments are not allowed. Shirts must be tucked in at all times.

PANTS – Students may wear only full length tan or navy chinos/khaki pants with no oversized pockets (i.e., cargo pants) or decorations. No sagging pants. Pants must be worn around the waist, must have belt loops, and may not have holes.

BELTS – Black or brown belts are required and must be appropriate and visible with no decorations or oversized belt buckles.

SHOES – Safe and appropriate footwear must be worn at all times. Only low-cut, closed toed, lace up shoes may be worn. Shoelaces must be tied, and shoe tops must cover the entire top part of the foot.

OUTERWEAR – All outerwear must be appropriate and will be placed on the coat rack in the school foyer. No head covering is allowed on the bus or in the building.

HAIR – Hair must be clean, neat, and a natural color. No decorations/accessories may be worn to include designs/letters cut into hair. Long hair must be kept out of the student's face if worn down or tied back to keep hair from covering the eyes/face.

JEWELRY – Students may wear a watch. *No other jewelry is allowed.*

The Principal of the Learning Center will have the final say as to any decisions regarding dress code and if it is followed or not.

DRUG DOGS

The following guidelines will be the basis for the use of a drug-sniffing dog in The Learning Center:

1. Use of the dog will occur with the designated representative of the Gulfport Police Department (and/or the Harrison County Sheriff's Department) and a school representative designated by the principal.
2. A properly trained dog may be used for the purpose of drug detection during the school day or at other times when a request is made by school officials.
3. Students and parents are advised of the possible use of a drug dog and that the detection of illicit drugs will be reported to the proper legal officials.
4. Use of the drug dog in a school or school bus will be carried out only with the approval of the Superintendent or designee.
5. Use of the drug dog in a school will be in accordance with reason and good judgment and shall take into consideration legal requirements in the courts and appropriate statutes.

DUE PROCESS

If a parent/guardian does not agree with a child's placement at The Learning Center or after one 45-day period at TLC does not agree that his/her son/daughter is ineligible to return to his/her home school, the parent/guardian may appeal directly to the Superintendent for a review. The Superintendent may determine if there is sufficient and good reason for reinstating the student in his/her home school. (GSD Policies JCAA, IDDBC, and IDDBD)

ENROLLMENT POLICY

Behavior students must be enrolled a minimum of forty-five (45) days before they will be considered to return to their home school, unless otherwise stated by the Superintendent or the GSD Board of Trustees. Safety net academic students may be enrolled the entire school year unless a change of placement is determined. The Safety Net Committee will determine change of placement for eighth grade students. All students must provide two proofs of residency in the Gulfport School District to be enrolled at The Learning Center. These proofs must be (1) a house or apartment lease, mortgage documents, or property deed and (2) a current bill from an INSTALLED utility.

FIGHTING/ASSAULT ON ANOTHER

Any students who fight, or attempt to fight at TLC will be recommended for expulsion from Gulfport Schools. The offending students will be turned over to the proper authorities. Please remember that it takes at least two people to fight, and all involved will be subject to disciplinary consequences. If only one student is physical, it is considered an assault on another person which will result in a recommendation for expulsion. Parents are encouraged to help their children find alternative methods of settling disputes without violence.

FINES

Students will be responsible for all fines incurred while attending The Learning Center (textbook, library, and school property).

FIRST AID

The school attempts to provide an environment in which the child will be safe from

accidents. If a minor accident occurs, first aid may be administered. No care beyond first aid, defined as the immediate, temporary care given in case of accidents or sudden illness will be given.

GRADES

A student's nine-week average represents a combination of homework, classwork, in-class projects, mixed-practice tests, unit tests and a cumulative exam. If a student enters The Learning Center when a nine-week grading period is in progress, the referring school provides grades. These grades are averaged with grades earned while attending The Learning Center. Upon returning to the referring school, in progress grades are provided to the home school.

Elementary Grades 4 – 5 Grading Scale:

| <u>Range</u> | <u>Grade</u> |
|--------------|-----------------|
| 93 - 100 | A |
| 85 - 92 | B |
| 76 - 84 | C |
| 70 – 75 | D (mastery) |
| Below 70 | F (non-mastery) |
| Incomplete | I |

Secondary Grades 6 – 12 Grading Scale:

| <u>Range</u> | <u>Grade</u> |
|--------------|--------------|
| 90 - 100 | A |
| 80 - 89 | B |
| 70 - 79 | C |
| 65 – 69 | D |
| Below 65 | F |
| Incomplete | I |

Promotion/Retention: Students should demonstrate mastery of the required content for each course with a Core GPA of 65% or higher as defined in Gulfport School District Board Policy IHE.

Carnegie Units: Units earned for graduation are counted from the 7th grade forward. Students in the 7th - 8th grade have the opportunity to earn up to six 6 1/2 credits, one (1) in math (CCR Math Grade 8), ½ in Mississippi Studies, ½ in Intro to Geography, two in Technology (ICT2 and STEM), one (1) in Spanish I, ½ in Chinese I, and one (1) in Visual Arts I, which will count towards graduation (Board Policy IHF).

HOMEWORK

Homework is an extension of the learning that takes place in school. Homework is

assigned to reinforce new skills and review previously taught skills. It can also provide opportunities for independent study, research, and creative thinking.

INCENTIVE PROGRAM

Each student is given a behavior modification sheet. This covers two weeks of class. Students must be present every day to be eligible to participate in incentive time. The student must keep this sheet at all times. This gives the student and parents an opportunity to view his/her academic and behavioral progress.

INFESTATIONS: HEAD/BODY LICE, SCABIES

(Gulfport School District Board of Trustees Policy JCGGA)

Infestation: Invasion of the body by arthropods, including insects and mites.

A student with an infestation, e.g., head/body lice or scabies is required to comply with the school district procedures for removal of the insect. Parents are requested to notify the school when head lice are found so that the nurse and school staff can check the classroom to prevent further spreading of this pest. Special procedures are required before a child can be re-admitted to school after having head lice. The student must be free of live lice and nits (eggs) before returning to school. A pediculicide treatment should be used on the student, and live lice and nits (eggs) must be removed from the hair. A second treatment is required in seven (7) days. Information will be sent home upon request. Their own doctor, the school nurse, or the closest

Gulfport School District Clinic Nurse must check students before they are allowed to return to school. A Return To School permit must be given to the principal before a student will be allowed to return to the classroom. School personnel are required by law to report a child's third head lice infestation to the State Department of Health for appropriate action.

INTERNET USAGE

School internet usage is a privilege. In order for a student to be eligible to use the internet at school, the student must have a signed Internet Contract on file at school. Failure to abide by Board policy and administrative regulation governing use of the district's system may result in the suspension and/or revocation of system access. Usage will be monitored and disciplined. Additionally, student violation may result in disciplinary action up to and including, suspension or expulsion. Fees and other charges may be imposed. An Internet Acceptable Use Policy must be returned to school prior to use of the Internet. Students and staff are prohibited from posting on the Internet video, pictures, images, etc. taken at school or school functions with a cell phone or other device without permission from school officials and the subjects of such digital representations. Students and staff are not permitted to access external social networking sites during the school day. Students and staff are responsible for what is on their web sites and may not post information that negatively affects the school district in a substantial way.

MEDICAL ISSUES

1. Medications

Any student who is required to take medication during school hours must comply with the following school policy for the administering of medication:

- a. The medical form will need to be completed. The parent/guardian signature will be required before any medication will be administered.
- b. PARENT/GUARDIAN MUST BRING PRESCRIPTION MEDICATION IN THE ORIGINAL CONTAINERS APPROPRIATELY LABELED BY THE MEDICAL PROVIDER OR PHARMACY TO DESIGNATED SCHOOL PERSONNEL. The medication container must be clearly marked with the name of the student, name of drug, dosage, and medical provider's name. For students whose parent furnishes the school with prescription medications and gives clear directions for their being administered. The role of the observer will be to assure that the child follows prescribed directions in taking the medicine. No over-the-counter medication will be given by school personnel. Students are not permitted to bring medications to school. The Gulfport School District and its principals reserve the right to refuse to administer any medication to students when circumstances warrant this action. Such circumstances might include reactions/response, incomplete instructions for the administering of medication, non-compliance by parent/guardian with Board of Trustees' policy for the administration of medication or other extenuating circumstances.
- c. Teachers and other adult school employees may administer peroxide or alcohol cleansing of abrasions or small cuts, attach Band-Aids or small **bandages**, and administer ice packs to bruises or broken limbs whenever immediate first aid measures are appropriate.
- d. Aspirin or other pain relievers are not to be administered to students upon their request or their parents' request. A licensed physician must prescribe all medications administered to students.
- e. If there is a question about the administering of medications, principals should call the school nurse, the child's physician, or the parent.
- f. Complicated medications should be denied rather than run the risk of improperly administering medicines to a child.
- g. Students who are sick with fever or vomiting in the previous 24 hours and/or require medications throughout the day are to be discouraged from attending school until they are well.
- h. Students present at school with fever and/or vomiting will be sent home immediately, and a doctor/school nurse release may be requested before returning to school.

2. Accidents

The following procedures will be observed in the event of an accident:

- a. Initial first aid or other emergency services will be provided by a school nurse or any other adult school employee to a student who is injured or who becomes suddenly ill.
- b. Specific procedures for addressing emergency situations involving accidental injuries or sudden illnesses of students will be developed at each school site,

and all personnel, including students, will be informed of these procedures. Early notification of parents or guardians and procedures for transporting students either to hospitals or home will be included in these procedures. No young child who is ill or injured will be sent home alone. Serious accidents to a student will be reported as soon as possible to the Superintendent and the Board of Trustees.

3. Allergies

Parent or guardian must notify school personnel of a student's allergies (e.g. food, medications, insect bites, or substances). A physician's order for dietary restrictions or medications needed to minimize an allergic response must be provided to the appropriate school personnel.

MONEY

Students should only bring the amount of money needed for lunch or supplies to school. If a student chooses to bring money to school, the school is not responsible for this money. A student is not permitted to bring more than twenty dollars (\$20.00) at any one time.

NURSE

The Learning Center students have access to a nurse upon calling. The school nurse is responsible for certain health checks during the school year. Before a student who has a communicable disease is re-admitted to school, a clearance from the school nurse, the Harrison County Health Department, or from a private doctor must be given to the principal.

Types of Communicable Diseases & Illnesses

| | |
|-----------------|--|
| Chicken Pox | Conjunctivitis (Pink Eye) |
| German Measles | Impetigo |
| Red Measles | Pediculosis (Lice) |
| Mumps | Ringworm Hepatitis Scabies Mononucleosis |
| Influenza (Flu) | Covid-19 |

PARENT RESPONSIBILITY AND THE LAW

1. Weapons Possession. A parent may be guilty of a misdemeanor and fined up to \$1,000 and or up to six (6) months in the county jail for knowingly allowing a child (under 18) to have, own, or carry a concealed weapon. 97-37-MS Code Annotated 1972.
2. General Responsibility for Child's Act. A parent, guardian, or custodian of a compulsory school-age student enrolled in the Gulfport School District will be responsible for any criminal fines brought against such student for unlawful activity occurring on school grounds (fine not to exceed \$3,500). 37-11-53 MS Code Annotated 1972.
3. Damages. The Gulfport School District is entitled to recover up to \$20,000 in

damages in addition to any other recovery, from parents of a child (7 to 17 years of age) who maliciously and willfully damages or destroys property belonging to the District. 37-11-53 MS Code Annotated 1972.

4. Attendance at Discipline Conference. Any parent, guardian, or custodian of a compulsory school-age child who fails to attend a discipline conference, to which such parent, guardian, or custodian has been summoned, will be guilty of a misdemeanor and upon conviction, will be fined not to exceed \$250. 37-11-53 MS Code Annotated 1972.

Any parent, guardian, or custodian of a compulsory school-age child, who refuses or willfully fails to perform any of the duties imposed, will be guilty of a misdemeanor and, upon conviction, will be fined not to exceed \$3,500. 37-11-53 MS Code Annotated 1972.

RELEASE OF NAMES AND ADDRESSES

Students' names, addresses, and phone numbers listed at school are covered by the Family Education Rights and Privacy Act (FERPA) and may not be released to any unauthorized group or individual. Please do not request the school to furnish you with names, addresses, and/or phone numbers of students.

RESTROOMS

A faculty member, staff member, or a designated adult will monitor all restroom breaks. The employee or a designated adult must accompany any student who has an emergency during class. Any student who has a medical condition that requires more frequent restroom breaks than scheduled must provide a written note from their doctor.

SEARCHES

All students and his/her belongings will be searched upon entering The Learning Center each day. Any item not pertaining to the educational process will be thrown away or impounded for as long as the student is enrolled at The Learning Center.

SURVEILLANCE CAMERAS/AUDIO RECORDERS

The Learning Center has numerous surveillance cameras recording on the school campus. Audio recorders may also be used when needed. These video/audio tapes may be used for disciplinary purposes.

TELEPHONE USE

No personal calls are allowed on the office telephone with the exception of an emergency. No student is allowed to leave a class to use the telephone with the exception of an emergency situation.

TOBACCO/TOBACCO PRODUCTS

Smoking/vaping or any other use of tobacco products by a student is not permitted anywhere on the campus of The Learning Center. Violators will be referred to the

administrator for disciplinary action. The City of Gulfport has a city ordinance regarding teens and smoking. It is illegal for any teen under 18 years of age to have in his/her possession tobacco products or tobacco paraphernalia. If such products are found, a student could be fined, ordered to serve community service, or both by the City of Gulfport. This ordinance will apply to any and all students of The Learning Center.

TRESPASSING

Students placed at The Learning Center for disciplinary reasons are not allowed on the campus of any other school in the Gulfport School District for any extracurricular activity or at any school-related extracurricular function of the Gulfport School District at any time without written permission of this school administration and the written permission of any other involved principal. Failure to comply can result in suspension/expulsion.

VISITORS

Visitors must obtain a pass from the office. Visitors without a pass or who refuse to show a pass will be reported to the office immediately. This rule is necessary to provide a safe environment for our students and staff. It is not directed against parents who wish to visit. Visitors must obtain a pass from the office in order to be admitted to the class. Students from other schools are not allowed to visit The Learning Center.

HANDBOOK NOTIFICATION RECEIPT

I have received a copy of The Learning Center's Student/Parent Handbook. I understand that this handbook is to be given to my parent or legal guardian(s) so that they may be fully informed regarding policies and procedures of the Gulfport School District.

Student's Signature

Date

Parental Responsibility and the Law

1. Weapons Possession. A parent/guardian may be guilty of a misdemeanor and fined up to \$1,000 and/or up to six (6) months in the county jail for knowingly allowing a child (under 18) to have, own, or carry a concealed weapon. 97-37-MS Code Annotated 1972.
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Any parent, guardian, or custodian of a compulsory school-age child, who refuses or willingly fails to perform any of the duties imposed, will be guilty of a misdemeanor and, upon conviction will be fined not to exceed \$3,500. 37-11-53 MS Code Annotated 1972.

Parent/Guardian(s) Receipt of Handbook

I have read a copy of The Learning Center's Student/Parent handbook, which includes the Gulfport School District's discipline plan and the Prevention of School Violence Act, Senate Bill 3349.

Parent/Guardian Signature

Date