HARRISON COUNTY SCHOOL BOARD
AGENDA
October 26, 2026
5:30 PM

I. **Call to Order**
II. **Items to be added**
III. **Approve Agenda (BCBH)**
IV. **Approve Minutes (BCBH)**
   A. **School Board Minutes**
      - 10/12/2026
V. **Presentations**
   A. Darrell Saucier Innovative Classroom Grant Recipients
   B. Teachers in the Top 25 by Scale Score on MAAP Assessments
VI. **Public Comments (sign-ins) (BCAF)**
   - The School Board will allow up to 30 minutes for public comments.
   - Individuals wishing to address the Board must sign in before the meeting begins. The sign-in sheet will be collected immediately upon the start of the meeting.
   - The first 10 individuals on the sign-in roster will be allotted three (3) minutes each to speak
   - Each individual speaker or designated spokesperson for a group will be limited to three (3) minutes.
VII. **Old Business**
   A. **Annual Review of Policy — Policy Review and Revisions Second Reading and Recommended Adoption**
      1. Policy - Section A: School District Organization 5
      2. Policy - Section E: Business Management 63
      3. **New Policy and/or Policy Revisions: New** **202**
         - Policy JDDA-P: Bullying Procedures
      4. **Revisions**
         - Policy ABB: Board Powers and Duties
         - Policy ABCB: Board member Qualifications
         - Policy BA: Board operations Goals and Objectives Mission Statement
         - Policy BBJ: Review of Board Procedures
         - Policy CN: Administrative Records
         - Policy CNB: Managing and Retaining Administrative Records
         - Policy EEAA: Alternate Meals Policy
         - Policy ICFA: Textbook Policy
         - Policy IHE: Promotion and Retention
         - Policy JBA: Compulsory School Attendance/School age
         - Policy JCDAC: Drugs and Alcohol (Possession or Reasonable Suspicion)
         - Policy JCDAE: Weapons
         - Policy JCDAE (2): Possession of Weapons on School Property
         - Policy JDE: Expulsion
VIII. **New Business**
   A. **Annual Review of Policy — Policy Review and Revisions First Reading**
      1. Policy 247
         - BCAF — Public Comments at Board Meetings

- EBB - Safety Program

B. **Finance**

1. **Approve General Ledger and Financial Statements**
   - September 2026 — General Ledger
   - September 2026 — Activity Statement
   - September 2026 — Agency Accounts

C. **Award Bids**

1. Bid - 26.27.11 Courtyard Artificial Turf and Drainage Installation.
   Sealed bids were opened on October 19, 2026. Award bid in the amount of $111,465.00 to Just-In-Time Lawn Care, the lowest & best bid meeting specifications.
   - $111,465.00 — Just-in-Time
   - $128,800.00 — Field Turf USA, INC.
2. Bid - 26.27.12 5 OPENGATE Security Screening Systems.
   Bids were conducted through reverse auction on October 16, 2026. Award bid in the amount of $111,494.00, the lowest & best bid, meeting specifications to Communications Technologies Inc. $111,494.00. Bid Tabulations are attached.
   - $111,494.00 — Communications Technologies, Inc.
   - $111,495.00 — A3 Communications, Inc.
   - $120,000.00 —Comsouth Inc.
   - $123,234.75 —GXC Inc.

D. **District Updates — No Action**

- 1st Term Reports
  - Student Attendance Report
  - Teacher Attendance Report
  - Discipline Report

E. **Discipline**

1. Discipline Committee Decisions (JCCA)

F. Consent Agenda Items

The items listed below are consent agenda items, which may be approved in one action of the Board. It is noted that any item may be removed from the consent agenda for separate action or discussion of the Board. An asterisk (*) denotes an item added to the agenda after the original release on Thursday.

1. Approve Claim Docket for checks prepared and reconciled by the Accounting Department. (DJ)
   - 10/16/2026
   - 10/26/2026
2. Authorize payment in the amount of $2,774.85 to Wynn E. Clark for professional services rendered through October 22, 2026. Specific cases are detailed in the document provided and on file. (FDGB)
   - 16th Section Billings: $0.00
   - HCSD Litigation Billings: $2,774.85
3. Authorize payment in the amount of $94,101.10 to D'Iberville Police Department for School Resource Officers for: (FDGB)
   - SY 2026–27 July 1, 2026–September 30, 2026
4. Authorize payment in the amount of $29,540.00 to the City of D'Iberville for use of recreational facilities at the Rusty Quave sports Complex during the 2026-2027 school year. (FDGB)
5. Approve the request from 16th Section Lessee Southeastern Realty MGT - Gulfport, LLC (SRMG) allowing a 90-day extension. (EBJ)

6. Approve the affiliation agreement with Level All to develop individual success plans as required by the Mississippi Department of Education (MDE). This service will be provided to the HCSD at no cost.
7. Approve Federal Program funds to pay FY27 Title IV Fall Dual Credit Fees 1st Semester for students that are eligible through Title IV. Attached is a list of names for each high school. (IDAG)
8. Approve affidavit for removal of property from the fixed asset inventory list for D'Iberville High School Café, and Maintenance. These items are broken, beyond repair, outdated, stolen, or damaged. (DM)
9. Approval for Special Services:
    - Contact the City of Gulfport for assistance. Specifically, for use of the Lyman Community Center for the Gulf Coast Speech Association's professional development conference on November 6, 2026, and request a waiver of the rental fees.
10. Approval for West Wortham Elementary & Middle School:
    - **Donation/Grant (DFK):**
        - $2,500.00 from the American Heart Association to be used for Elementary PE supplies.
11. Approval for D'Iberville Middle School:
    - **Out-of-State Travel (JFCA):**
        - **11/7/2026 Cheer** - travel to Mobile, AL for a 1-day competition. Parents will provide transportation.
12. Approval for Harrison County Career and Technical Center:
    - **Donation (DFK)**
        - $2,000.00 from the National Association of Women in Construction MS Gulf Coast Chapter: $1,000.00 to the Carpentry Program and $1,000.00 to the Welding Program.
13. Approvals for D'Iberville High School:
    - **Adopt Bylaws and/or organization of an agency account:**
        - STEM Club Bylaws
        - Crochet Club (Bylaws Only)
    - **Out-of-State-Travel (JFCA)**
        - **DHS Wrestling Team -** Transportation will be HCSD bus for these events.
            - **11/7/2026** - travel to Slidell, LA to participate in Tigers and Tiaras Wrestling Tournament.
            - **11/13/26 - 11/14/26** travel to Gulf Shores, AL for Gulf Shores Kickoff Wrestling Tournament.
            - **11/20/26 - 11/21/26** travel to Mobile Convention Center to participate in the Gulf Coast Clash Wrestling Tournament.
            - **12/29/26-12/30/26** travel to Gulf Shores, AL to participate in Gulf Shores Scuffle Wrestling Tournament
            - **01/16/27** - travel to Gulf Breeze, FL to participate in Gulf Breeze Individual Wrestling Tournament Varsity Girls Only.
14. Approval for Harrison Central High School:
    - HCHS to contact the City of Gulfport for assistance. Specifically, for use of the Lyman Community Center for Junior/Senior Prom on March 12 & 13, 2027, and request a waiver of the rental fees.
15. Approvals for West Harrison High School:

- **2026-27 Fundraisers (FK):**
    - 2026-2027 Winterguard Fundraising Request - List Attached
    - 2026-2027 Boys and Girls Basketball Fundraising Request - List Attached

16. Authorize extending home bound services for students due to medical condition, as follows: (IDDC)
    - HCHS Student ID: 001499515
    - LE Student ID: 2054128
17. Approve transfer request for the 2026-2027 school year for the following HCSD Students transferring into other districts. Student Transfers from HCSD to the following school districts are attached:
    - Gulfport School District
    - Hancock County School District
    - Jackson County School District
    - Pass Christian School District

G. Approval of the following:
1. Personnel (GBD:GBQ)
    a. *Personnel Recommendations
    b. Resignations - Breach of Contract
    c. 2027-28 District Employee Calendars
2. Lowest Quote, Contract Services, Professional Development and/or Travel (DJED)
    - 8 Quotes

H. Executive Session
1. Student Appeals
    a. Student Appeal No.: 112-52-2-2 (WES)
    b. Student Appeal No.: 113-33-2-1 (NGEMS)
2. School Security Matters

IX. Reminders
- 11/07/2026 - 10:00 a.m.-2:00 p.m. Living Life Local Gulfport Museum of History - Gifted Students from GSD & HCSD
- 11/09/2026 - 5:30 p.m. School Board Meeting held at Center for Excellence
    - School Banner Presentations for A- and B-Rated Schools
- 11/16/2026 - 11/17/2026 MSBA Policy Fall Leadership Conference, Sheraton Flowood Refuge Hotel & Conf. Center
- 11/30/2026 - 5:30 p.m. School Board Meeting

X. Adjourn

October 12, 2026

To: Mr. William Bentz
Superintendent of Education

From: Natasha R. Williams, Ph.D.
Director of Research & Development

Re: Annual Review of Policy Section A: School District Organization

Attached you will find Policy Section A: School District Organization. The Harrison County School Board subscribes to the Mississippi School Board Association Policy Service, and it is up to each district that subscribes to this service to adopt, review, revise and implement policy to ensure compliance with current practices.

Please advise if you have any questions or concerns regarding the attached policies. Thanks in advance for your consideration.

11072 Highway 49
Gulfport, MS 39503
Telephone: (228)539-6500 Facsimile: (228)539-6507
William Bentz, Superintendent of Education

Board Policy Manual - Table of Contents

A. School District Organization (26)

Code	Title	Type	Original Adopted Date	Last Revised Date	Last Reviewed Date
A-1	School District Organization Policy	P	05/02/2016	05/02/2016	10/27/2025
AA	School District Legal Status	P	09/17/2013	08/05/2024	10/27/2025
AAA	School District Liability Exemptions	P	09/17/2013	09/06/2016	10/27/2025
AB	School Board Legal Status	P	09/17/2013	09/17/2013	10/27/2025
ABA	Authority	P	09/17/2013	10/27/2025	10/27/2025
ABB	Board Powers and Duties	P	09/17/2013	06/29/2026	06/29/2026
ABB	[DRAFT] Board Powers and Duties	P	09/17/2013	06/29/2026	
ABBA	General Home Rule Authority	P	09/17/2013	09/17/2013	10/27/2025
ABC	Board Member Legal Status	P	08/01/2003	08/05/2024	10/27/2025
ABCB	Board Members Qualifications	P	09/17/2013	09/17/2013	10/27/2025
ABCB	[DRAFT] Board Members Qualifications	P	09/17/2013	09/17/2013	
ABCC	Board Member Term of Office	P	09/17/2013	09/17/2013	10/27/2025
ABCD	Method of Election	P	09/17/2013	10/27/2025	10/27/2025
ABCDA	Board Member Unexpired Term Fulfillment	P	09/17/2013	10/27/2025	10/27/2025
ABCE	Oath of Office	P	09/17/2013	09/17/2013	10/27/2025

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Code	Title	Type	Original Adopted Date	Last Revised Date	Last Reviewed Date
ABCF	Board Member Removal From Office	P	09/17/2013	10/27/2025	10/27/2025
AC	School District Organization Plan	P	09/17/2013	08/05/2024	10/27/2025
ACC	Trademark Policy	P	11/04/2020	10/27/2025	10/27/2025
ADA	School Census	P	09/17/2013	09/17/2013	10/27/2025
AE	School Year (Academic Year)	P	09/17/2013	08/05/2024	10/27/2025
AEA	School Calendar	P	09/17/2013	06/29/2026	06/29/2026
AEAB	Holidays	P	09/17/2013	08/05/2024	10/27/2025
AEBA	Extended School Year / Summer School	P	09/17/2013	09/17/2013	10/27/2025
AF	School Day	P	09/17/2013	10/27/2025	10/27/2025
AFA	Flag Display	P	09/17/2013	09/17/2013	10/27/2025
AFC	Authority for Emergency Closings	P	09/17/2013	10/27/2025	10/27/2025

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Harrison County School District

Board Policy Manual

Board Policy Manual

A. School District Organization

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Policy A-1: School District Organization Policy

Status: ADOPTED

Original Adopted Date: 05/02/2016 | **Last Reviewed Date:** 10/27/2025

Due to the complexity of the Family Medical Leave Act (FMLA) and because it involves consideration of your district's leaves and absences policy and your practices, along with the Americans with Disabilities Act (ADA), the Fair Labor Standards Act (FLSA, the Consolidated Omnibus Budget Reconciliation Act (COBRA), Families First Coronavirus Response Act (FFCRA) and parts of the Internal Revenue Code relating to group health plans and cafeteria plans, all federal anti-discrimination laws and applicable state laws, it is not practical to attempt development of a detailed policy for the administration of the FMLA. Each request for leave must be evaluated individually due to myriad combinations of circumstances and medical conditions one may have to consider. It is strongly recommended that the school district purchase a competent analysis of the rules, regulations and guidelines of the FMLA to review while evaluating individual requests for leave under FMLA. The school district's attorney should always be consulted when there is uncertainty.

Of particular importance are the posting and notice requirements of the Act. You must conspicuously post and keep posted in all schools and offices where employees are employed and where applications for employment are taken a notice explaining the Act's provisions and providing information concerning the procedures for filing complaints of violations of the Act with the Wage and Hour Division. Copies of the required notice may be obtained from any local Wage and Hour Division Office. No reproductions of the notice may be any smaller than 8 x 11 inches and the text must be fully legible. Failure to post the required notice prohibits you from taking any adverse action against an employee as well as liability for payment of fines to the Department of Labor (DOL).

Information concerning FMLA entitlements and employee obligations must be included in any employee handbook or other documents providing written guidance explaining all the obligations and rights of an eligible employee whenever that employee requests leave under FMLA. A fact sheet is available from the nearest Wage and Hour Division Office that will provide this guidance.

Also, you must provide an employee who has given you notice of the need for FMLA leave a notice of your specific expectations and employee obligations. Such notice must detail all consequences for failing to meet these obligations. This notice must include the following information as is appropriate to the leave request being considered:

1. Whether the district will require a medical certificate of a serious health condition or re-certification and what will happen if the employee fails to do so;

2. Whether the district will require the employee to furnish, prior to being restored to employment, a fitness for duty certificate;

3. That the taking of this leave will count against the employee's annual FMLA leave entitlement;

4. That the Harrison County School Districts FMLA is unpaid leave that runs concurrently with any and all sick or personal leave an employee may use during their event.

5. Whether the employee is a "key employee" and that restoration might possibly be denied after taking FMLA leave, explaining the condition required for you to deny restoration;

6. Whether the employee will be required to pay any health insurance premiums to maintain benefits while on leave and the arrangements for making the payments;

7. That if the employee fails to return to work after taking unpaid FMLA leave, he is potentially liable for payment of health insurance premiums paid by the school district;

8. That the employee has a right to restoration to the same or equivalent job* upon return from leave.

The school district is also expected to act in good faith in answering questions from employees about their rights and responsibilities under the FMLA.

FMLA provides that the school district shall make, keep and preserve records pertaining to its obligations under the Act in accordance with the record keeping requirements of section 11 C of the Fair Labor Standards Act (FLSA) and the FMLA. No particular order or form of records is required. No requirement exists that requires the school district to revise its computerized payroll or personnel records to comply; however, some items are required.

Leaves and Absences and The Family Medical Leave Act of 1993 (P.L. 103-3)

I. GENERAL

1. Definition

a. "Eligible employee" means one who is employed at a school facility where at least 50 persons are employed, either there or within a 75 mile radius of that school facility as measured by road miles by the shortest route possible; and who has been employed for at least 12 months by the school district as of the date leave commences, and who has also provided at least 1250 hours of service during that 12 month period. Fifty-two (52) weeks of casual, intermittent or occasional employment qualifies as "at least 12 months". School district employees exempt from FLSA requirements are presumed to have worked 1250 hours.

b. "Employee's spouse" means spouse as defined by Law.

c. "Employee's son or daughter" means biological child, adopted child or foster child, legal ward or the child for whom the employee is standing in loco parentis who is either under the age of 18 or above the age of 18 and incapable of self-care because of a mental or physical disability.

d. "Employee's parent" means biological parent or an individual who stood (or now stands) in loco parentis to an employee when the employee was a child (not to include parents-in-law).

e. "Employee's immediate family member" means spouse, son or daughter or parent as defined herein-above.

f. For the purposes of FMLA, "serious health condition" means an illness, injury, impairment or physical or mental condition that involves either in-patient care (overnight stay) in a hospital, hospice or residential medical care facility or continuing treatment by a health care provider.*

1. Leave Provisions

a. An eligible employee is entitled to 12 unpaid work weeks of leave during any 12 month period for any one or more of the following reasons:

i. The birth of a son or daughter, and to care for the newborn child (within 12 months of the birth).

ii. The placement of a child with the employee for adoption or foster care (within 12 months of the placement).

iii. To care for the employee's spouse, son, daughter, or parent with a serious health condition (not parent "in-law").

iv. Because of the employee's own serious health condition which makes the employee unable to perform the function of his/her job.

v. Service Member Exigency Leave: For absences caused by an active duty exigency when the employee's spouse, child, or parent is a service member.

vi. Military Caregiver Leave: To care for the employee's spouse, child, parent, or next of kin (if the employee is the nearest blood relative) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness incurred in the line of duty on active duty.

IMPORTANT NOTE: The school district utilizes the 12 month period measured forward from the beginning of the employee's FMLA leave as their method of determining the "12 month period".

b. When both spouses are employed in the district, employees have a 12 week aggregate leave limit except for personal illness or the illness of a child or the other spouse; that is, if each spouse took 6 weeks of leave for the birth of a child, each could later use an additional 6 weeks due to personal illness or to care for a sick child.

c. Brother and sister employees would have an aggregate limit of 12 weeks to care for their parent.

d. Special rules apply to this school district which allow it to require eligible instructional personnel only to take FMLA leave on an intermittent or reduced leave schedule, or to take leave near the end of a semester. Instructional employees are only those employees whose principal function is to teach and instruct students in a class, small group or individual setting. Instructional employees include teachers, teacher aides and assistant teachers who actually teach, coaches, driver's ed instructors and special ed assistants such as signers. All other eligible employees may request intermittent leave or leave on a reduced leave schedule to care for a family member or for the employee's own serious health condition.*

3. Notice Requirement

a. School district employees must provide this district at least 30 days advance notice before FMLA leave is to begin if the need for the leave is foreseeable based on an expected birth, placement for adoption or foster care or planned medical treatment for a serious health condition of the employee or family member.

b. Due to lack of knowledge or a medical emergency, notice must be given as soon as is practicable, which means as soon as both practical and possible or at least verbally within 1 or 2 working days when the need for leave becomes known to the employee (followed by written notice).*

c. Failure to give 30 days notice for foreseeable leave may result in the denial of the taking of FMLA leave until at least 30 days after the date the employee provides notice.*

II. REQUIRED CERTIFICATION

1. Eligible employees shall provide the superintendent certification of a serious health condition for his/her own serious health condition or that of a family member. The certification, to be signed by the health care provider,* shall be attached to the required written notice or submitted in a timely manner which shall be no more than three (3) working days after providing written notice. No leave period may begin without the approval of the superintendent. No approval shall be granted by the superintendent without the required written notice and certificate.

2. The certification is to include the following:

    a. The date on which the serious health condition in question began.

    b. The probable duration of the condition.

    c. Appropriate medical facts regarding the condition.

    d. A statement that the employee is needed to care for a spouse, parent or child (along with estimate of the time required) or that the employee is unable to perform his/her functions, and, in the case of intermittent leave, the duration of treatment to be given.

    e. Signature of health care provider.

2. The school district may require that a second opinion be obtained at the school district's expense. The second opinion may not be provided by a health care provider employed by this school district. In the event of conflicting opinions, the school district may pay for a third and final provider to offer a binding decision.

3. The school district may require subsequent written re-certification on a reasonable basis.

III. EMPLOYMENT BENEFITS PROTECTION

1. An employee who completes a period of leave and has complied fully with the terms of this policy shall be returned either to the same position he/she had before the taking of leave or to a position which is genuinely equivalent (as compared to a comparable or similar job) in pay, benefits, and other terms and conditions of employment.

2. Taking of leave shall not result in the loss of any previously accrued seniority or employment benefits. Except for health benefits, no other benefits will accrue during the leave period.

3. The school district may exempt from the restoration requirement in paragraph A above a key employee who is in the highest paid 10 percent of this district's workforce within a 75 mile radius of the school facility if restoring the key employee would cause substantial and grievous injury to the classroom and instructional program.*

4. The school district shall notify the key employee of its intent not to restore him/her at the time of the request for leave or when the determination is made. If the leave has begun, the key employee shall have the option of deciding whether or not to return to work after receiving the notice. An employee who is not restored shall be considered to be on leave for the duration of his/her leave period.*

5. Health benefits shall continue through an employee's leave period, even for key employees who have been notified that reinstatement will be denied. The school district shall recover health coverage premiums paid for an employee who fails to return from leave except as follows:

    a. No recovery will be made from a key employee who has chosen to take or continue leave after receiving notice of non-reinstatement.

b. No recovery will be made from an employee who fails to return from leave if the reason is the continuation, recurrence, or onset of a serious health condition, or something else beyond the employee's control, all of which is subject to the certification requirement in Section II, above.

IV. PROHIBITED ACTS

This school district shall not interfere with or restrain an eligible employee's right to exercise the provisions of this policy.* This policy shall take effect and be in force from and after August 5, 1993. An employee's service prior to this effective date shall be counted in determining whether the employee is eligible for leave.

Policy AA: School District Legal Status

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 08/05/2024 | **Last Reviewed Date:** 10/27/2025

SCHOOL DISTRICT LEGAL STATUS

Each school district in the state shall be a political subdivision with the name of the district being Harrison County School District. 37-6-5

All school districts in the state (countywide, municipal separate, consolidated or line consolidated) shall have the same prerogatives, powers, duties and privileges. 37-6-3

The school board of any school district shall have full jurisdiction, power and authority, at any regular meeting thereof or at any special meeting called for that purpose, to abolish such existing district, or to reorganize, change or alter the boundaries of any such district. In addition, thereto, with the consent of the school board of the school district involved, may detach territory from such school district and annex same to an adjoining district. 37-7-103

NOTE: For legal requirements on district consolidation, please refer to 37-7-105.

HOME RULE

The school board of a school district may adopt any orders, resolutions or ordinances with respect to school district affairs, property and finances which are not inconsistent with the Mississippi Constitution of 1890, the Mississippi Code of 1972, or any other statute or law of the State of Mississippi. Except as otherwise provided in this section, the powers granted to the school boards in this section are complete without the existence of or reference to any specific authority granted in any other statute or law of the State of Mississippi. Unless such actions are specifically authorized by another statute or law of the State of Mississippi, this section shall not authorize a school board to: (a) levy taxes of any kind or increase the levy of any authorized tax; (b) issue bonds of any kind; or (c) enter into collective bargaining agreements. 37-7-301(1) (2006)

MS Code	Description
37-151-200	Title
37-6-3	37-6-3
37-6-5	37-6-5
37-7-103	37-7-103
37-7-105	Procedure for alteration of district boundaries or consolidation of school districts by school boards; effect of consolidation as to contracts and taxation.
37-7-301	General powers and duties.

Cross References	Description
ABA	Authority
ABB	Board Powers and Duties

Cross References	Description
BBB	School Board Members - Individual Board Members Authority and Responsibilities

Policy AAA: School District Liability Exemptions **Status:** ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 09/06/2016 | **Last Reviewed Date:** 10/27/2025

AAA (July 2014)

SCHOOL DISTRICT LIABILITY EXEMPTIONS

A school district and its employees acting within the course and scope of their employment or duties shall not be liable for any claim:

a) Arising out of a legislative or judicial action or inaction, or administrative action or inaction of a legislative or judicial nature;

b) Arising out of any act or omission of an employee of a governmental entity exercising ordinary care in reliance upon, or in the execution or performance of, or in the failure to execute or perform, a statute, ordinance or regulation, whether or not the statute, ordinance or regulation be valid;

c) Arising out of any act or omission of an employee of a governmental entity engaged in the performance or execution of duties or activities relating to police or fire protection unless the employee acted in reckless disregard of the safety and well-being of any person not engaged in criminal activity at the time of injury;

d) Based upon the exercise or performance or the failure to exercise or perform a discretionary function or duty on the part of a governmental entity or employee thereof, whether or not the discretion is abused;

e) Arising out of an injury caused by adopting or failing to adopt a statute, ordinance or regulation;

f) Which is limited or barred by the provisions of any other law;

g) Arising out of the exercise of discretion in determining whether or not to seek or provide the resources necessary for the purchase of equipment, the construction or maintenance of facilities, the hiring of personnel and, in general, the provision of adequate government services;

h) Arising out of the issuance, denial, suspension or revocation of, or the failure or refusal to issue, deny, suspend or revoke any privilege, ticket, pass, permit, license, certificate, approval, order or similar authorization where the governmental entity or its employee is authorized by law to determine whether or not such authorization should be issued, denied, suspended or revoked unless such issuance, denial suspension or revocation or refusal thereof, is of a malicious or arbitrary and capricious nature;

i) Arising out of the assessment or collection of any tax or fee;

j) Arising out of the detention of any goods or merchandise by any law enforcement officer, unless such detention is of a malicious or arbitrary and capricious nature;

k) Arising out of the imposition or establishment of a quarantine, whether such quarantine relates to persons or property;

l) Of any claimant who is an employee of a governmental entity and whose injury is covered by the Workers' Compensation Law of this state by benefits furnished by the governmental entity by which he is employed;

m) Of any claimant who at the time the claim arises is an inmate of any detention center, jail, workhouse, penal farm, penitentiary or other such institution, regardless of whether such claimant is or is not an inmate of any detention center, jail, workhouse, penal farm, penitentiary or other such institution when the claim is filed;

n) Arising out of any work performed by a person convicted of a crime when the work is performed pursuant to any sentence or order of any court or pursuant to laws if the State of Mississippi authorizing or requiring such work;

o) Under circumstances where liability has been or is hereafter assumed by the United States, to the extent of such assumption of liability, including but not limited to any claim based on activities of the Mississippi National Guard when such claim is cognizable under the National Guard Tort Claims Act of the United States, 32 USC 715 '32 USCS 715), or when such claim accrues as a result of active federal service or state service at the call of the Governor for quelling riots and civil disturbances;

p) Arising out of a plan or design for construction or improvements to public property, including but not limited to, public buildings, highways, roads, streets, bridges, levees, dikes, dams, impoundments, drainage channels, diversion channels, harbors, ports, wharfs or docks, where such plan or design has been approved in advance of the construction or improvement by the legislative body or governing authority of a governmental entity or by some other body or administrative agency, exercising discretion by authority to give such approval, and where such plan or design is in conformity with engineering or design standards in effect at the time of preparation of the plan or design;

q) Arising out of an injury caused solely by the effect of weather conditions on the use of streets and highways;

r) Arising out of the lack of adequate personnel or facilities at a state hospital or state corrections facility if reasonable use of available appropriations has been made to provide such personnel or facilities;

s) Arising out of loss, damage or destruction of property of a patient or inmate of a state institution;

t) Arising out of any loss of benefits or compensation due under a program of public assistance or public welfare;

u) Arising out of or resulting from riots, unlawful assemblies, unlawful public demonstrations, mob violence or civil disturbances;

v) Arising out of an injury caused by a dangerous condition on property of the governmental entity that was not caused by the negligent or other wrongful conduct of an employee of the governmental entity or of which the governmental entity did not have notice, either actual or constructive, and adequate opportunity to protect or warn against; provided, however, that a governmental entity shall not be liable for the failure to warn of a dangerous condition which is obvious to one exercising due care;

w) Arising out of absence, condition, malfunction or removal by third parties of any sign, signal, warning device, illumination device, guardrail or median barrier, unless the absence, condition, malfunction or removal is not corrected by the governmental entity responsible for its maintenance within a reasonable time after actual or constructive notice.

x) Arising out of the administration of corporal punishment or the taking of any action to maintain control and discipline of students, as defined in Section 37-11-57, by a teacher, assistant teacher, principal, or assistant principal of a public school district in the state unless the teacher, assistant teacher, principal, or assistant principal acted in bad faith or with malicious purpose or in a manner exhibiting a wanton and willful disregard of human rights or safety. ' 11-46-9

y) Arising out of the construction, maintenance or operation of any highway, bridge or roadway project entered into by the Mississippi Transportation Commission or other governmental entity and a company under the provisions of Section 65-43-1 or 65-43-3, where the act or omission occurs during the term of any such contract.

MS Code	Description
11-46-9	Exemption of government entity from liability on claimes based on specified circumstances.

Cross References	Description
BBBD	Bonded Members
DH	Bonded Employees and Board Members
JDB	Corporal Punishment

Policy AB: School Board Legal Status

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

SCHOOL BOARD LEGAL STATUS

This school district shall be governed by a school board consisting of five (5) members, selected in the manner provided by law.

MS Code	Description
37-6-7	School board as governing body.

Cross References	Description
ABA	Authority
ABC	Board Member Legal Status
ABCD	Method of Election
BBB	School Board Members - Individual Board Members Authority and Responsibilities

Policy ABA: Authority

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

AUTHORITY

This school board exercises legislative authority over this school district in accordance with the laws of the State of Mississippi. It determines policy, delegates executive, supervisory and instructional authority to its employees, and appraises the results achieved in light of the goals of this school district.

This school board shall concern itself primarily with broad questions of policy and with the appraisal of results, rather than with administrative details. The application of policies shall be an administrative task to be performed by the superintendent and his/her staff, who shall be held responsible for the effective administration and supervision of the entire school system.

All matters to be submitted to this school board shall first be brought before the superintendent for investigation. If these matters require school board action, they shall be presented to the school board by the superintendent.

The individual board member has no legal authority to act individually unless specifically delegated authority to act by this school board at its legal meeting.

It shall be the duty of the superintendent and the school board to limit the expenditure of school funds during the fiscal year to amounts set forth in the respective school budgets as reflected in the board minutes. It shall be unlawful for any school district to budget expenditures from a fund in excess of the resources available within that fund for such expenditures.

PERSONAL LIABILITY

Any member of the school board, superintendent, or other school official who shall knowingly enter into any contract, incur any obligation, or make any expenditure in excess of the amount available for the fiscal year shall be personally liable for the amount of such excess. However, no school board member, superintendent or other school official shall be personally liable (a) in the event of any reduction in total funding formula payments by action of the Governor acting through the Department of Finance and Administration, or (b) for claims, damages, awards or judgments due to tort actions. Such immunity shall not be a defense in cases of fraud, criminal action, or intentional breach of fiduciary obligations imposed by statute. ' 37-61-19

The Mississippi Public School Accountability Standard for this policy is standard 1.

MS Code	Description
37-151-200	Title
37-61-19	Expenditures shall be limited to budgeted amounts; personal liability for excess.

Cross References	Description
AA	School District Legal Status
AB	School Board Legal Status
BBB	School Board Members - Individual Board Members Authority and Responsibilities
DJ	Expenditure of Funds

Policy ABB: Board Powers and Duties

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

BOARD POWERS AND DUTIES – 37-7-301

HOME RULE

The school board of a school district may adopt any orders, resolutions or ordinances with respect to school district affairs, property and finances which are not inconsistent with the Mississippi Constitution of 1890, the Mississippi Code of 1972, or any other statute or law of the State of Mississippi. Except as otherwise provided in this section, the powers granted to the school boards in this section are complete without the existence of or reference to any specific authority granted in any other statute or law of the State of Mississippi. Unless such actions are specifically authorized by another statute or law of the State of Mississippi, this section shall not authorize a school board to: (a) levy taxes of any kind or increase the levy of any authorized tax; (b) issue bonds of any kind; or (c) enter into collective bargaining agreements. 37-7-301.1

POWERS, AUTHORITY AND DUTIES

The school boards of all school districts shall have the following powers, authority and duties in addition to all others imposed or granted by law, to wit:

(a) To organize and operate the schools of the district and to make such division between the high school grades and elementary grades as, in their judgment, will serve the best interests of the school;

(b) To introduce public school music, art, manual training and other special subjects into either the elementary or high school grades, as the board shall deem proper;

(c) To be the custodians of real and personal school property and to manage, control and care for same, both during the school term and during vacation;

(d) To have responsibility for the erection, repairing and equipping of school facilities and the making of necessary school improvements;

(e) To suspend or to expel a pupil or to change the placement of a pupil to the school district's alternative school or home-bound program for misconduct in the school or on school property, as defined in Section 37-11-29, on the road to and from school, or at any school-related activity or event, or for conduct occurring on property other than school property or other than at a school-related activity or event when such conduct by a pupil, in the determination of the school superintendent or principal, renders that pupil's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole, and to delegate such authority to the appropriate officials of the school district;

(f) To visit schools in the district, in their discretion, in a body for the purpose of determining what can be done for the improvement of the school in a general way;

(g) To support, within reasonable limits, the superintendent, principal and teachers where necessary for the proper discipline of the school;

(h) To exclude from the schools students with what appears to be infectious or contagious diseases; provided, however, such student may be allowed to return to school upon presenting a certificate from a public health officer, duly licensed physician or nurse practitioner that the student is free from such disease;

(i) To require those vaccinations specified by the State Health Officer as provided in Section 41-23-37~~;~~

(j) To see that all necessary utilities and services are provided in the schools at all times when same are needed;

(k) To authorize the use of the school buildings and grounds for the holding of public meetings and gatherings of the people under such regulations as may be prescribed by said board;

(l) To prescribe and enforce rules and regulations not inconsistent with law or with the regulations of the State Board of Education for their own government and for the government of the schools, and to transact their business at regular and special meetings called and held in the manner provided by law;

(m) To maintain and operate all of the schools under their control for such length of time during the year as may be required;

(n) To enforce in the schools the courses of study and the use of the textbooks prescribed by the proper authorities;

(o) To make orders directed to the superintendent of schools for the issuance of pay certificates for lawful purposes on any available funds of the district and to have full control of the receipt, distribution, allotment and disbursement of all funds provided for the support and operation of the schools of such school district whether such funds be derived from state appropriations, local ad valorem tax collections, or otherwise. The local school board shall be authorized and empowered to promulgate rules and regulations that specify the types of claims and set limits of the dollar amount for payment of claims by the superintendent of schools to be ratified by the board at the next regularly scheduled meeting after payment has been made;

(p) To select all school district personnel in the manner provided by law, and to provide for such employee fringe benefit programs, including accident reimbursement plans, as may be deemed necessary and appropriate by the board;

(q) To provide athletic programs and other school activities and to regulate the establishment and operation of such programs and activities;

(r) To join, in their discretion, any association of school boards and other public school-related organizations, and to pay from local funds other than total funding formula funds, any membership dues;

(s) To expend local school activity funds, or other available school district funds, other than total funding formula funds, for the purposes prescribed under this paragraph. "Activity funds" shall mean all funds received by school officials in all school districts paid or collected to participate in any school activity, such activity being part of the school program and partially financed with public funds or supplemented by public funds. The term "activity funds" shall not include any funds raised and/or expended by any organization unless commingled in a bank account with existing activity funds, regardless of whether the funds were raised by school employees or received by school employees during school hours or using school

facilities, and regardless of whether a school employee exercises influence over the expenditure or disposition of such funds. Organizations shall not be required to make any payment to any school for the use of any school facility if, in the discretion of the local school governing board, the organization's function shall be deemed to be beneficial to the official or extracurricular programs of the school. For the purposes of this provision, the term "organization" shall not include any organization subject to the control of the local school governing board. Activity funds may only be expended for any necessary expenses or travel costs, including advances, incurred by students and their chaperons in attending any in-state or out-of-state school-related programs, conventions or seminars and/or any commodities, equipment, travel expenses, purchased services or school supplies which the local school governing board, in its discretion, shall deem beneficial to the official or extracurricular programs of the district, including items which may subsequently become the personal property of individuals, including yearbooks, athletic apparel, book covers and trophies. Activity funds may be used to pay travel expenses of school district personnel. The local school governing board shall be authorized and empowered to promulgate rules and regulations specifically designating for what purposes school activity funds may be expended. The local school governing board shall provide (i) that such school activity funds shall be maintained and expended by the principal of the school generating the funds in individual bank accounts, or (ii) that such school activity funds shall be maintained and expended by the superintendent of schools in a central depository approved by the board. The local school governing board shall provide that such school activity funds be audited as part of the annual audit required in Section 37-9-18. The State Auditor shall prescribe a uniform system of accounting and financial reporting for all school activity fund transactions;

(t) To contract, on a shared savings, lease or lease-purchase basis, for energy efficiency services and/or equipment as provided for in Section 31-7-14.

(u) To maintain accounts and issue pay certificates on school food service bank accounts;

(v) (i) To lease a school building from an individual, partnership, nonprofit corporation or a private for-profit corporation for the use of such school district, and to expend funds therefore as may be available from any sources other than total funding formula funds as set by this act. The school board of the school district desiring to lease a school building shall declare by resolution that a need exists for a school building and that the school district cannot provide the necessary funds to pay the cost or its proportionate share of the cost of a school building required to meet the present needs. The resolution so adopted by the school board shall be published once each week for three (3) consecutive weeks in a newspaper having a general circulation in the school district involved, with the first publication thereof to be made not less than thirty (30) days prior to the date upon which the school board is to act on the question of leasing a school building. If no petition requesting an election is filed prior to such meeting as hereinafter provided, then the school board may, by resolution spread upon its minutes, proceed to lease a school building. If at any time before the meeting a petition signed by not less than twenty percent (20%) or fifteen hundred (1500), whichever is less, of the qualified electors of the school district involved shall be filed with the school board requesting that an election be called on the question, then the school board shall, not later than the next regular meeting, adopt a resolution calling an election to be held within such school district upon the question of authorizing the school board to lease a school building. Such election shall be called and held, and notice thereof shall be given, in the same manner for elections upon the questions of the issuance of the bonds of school districts, and the results thereof shall be certified to the school board. If at least three-fifths (3/5) of the qualified electors of the school district who voted in such election shall vote in favor of the leasing of a school building, then the school board shall proceed to lease a school building. The term of the lease contract shall not exceed twenty (20) years, and the total cost of such lease shall be either the amount of the lowest and best bid accepted by the school board after advertisement for bids or an amount not to exceed the current fair market value of the lease as determined by the averaging of at least two (2) appraisals by certified general appraisers licensed by the State of Mississippi. The term "school building" as used in this paragraph (v)(i) shall be construed to mean any building or buildings used for classroom purposes in connection with the operation of schools and shall include the site therefor, necessary support facilities, and the equipment thereof and appurtenances thereto such as heating facilities, water supply, sewage disposal, landscaping, walks, drives and playgrounds. The term "lease" as used in this paragraph (v)(i) may include a lease/purchase contract; ii) If two (2) or more school districts propose to enter into a lease contract jointly, then joint meetings of the school boards having control may be held but no action taken shall be binding on any such school district unless the question of leasing a school building is approved in each participating school district under the procedure hereinabove set forth in paragraph (v)(i). All of the provisions of paragraph (v)(i) regarding the term and amount of the lease contract shall apply to the school boards of school districts acting jointly. Any lease contract executed by two (2) or more school districts as joint lessees shall set out the amount of the aggregate lease rental to be paid by each, which may be agreed upon, but there shall be no right

of occupancy by any lessee unless the aggregate rental is paid as stipulated in the lease contract. All rights of joint lessees under the lease contract shall be in proportion to the amount of lease rental paid by each;

(w) To employ all noninstructional and nonlicensed employees and fix the duties and compensation of such personnel deemed necessary pursuant to the recommendation of the superintendent of schools;

(x) To employ and fix the duties and compensation of such legal counsel as deemed necessary;

(y) Subject to rules and regulations of the State Board of Education, to purchase, own and operate trucks, vans and other motor vehicles, which shall bear the proper identification required by law;

(z) To expend funds for the payment of substitute teachers and to adopt reasonable regulations for the employment and compensation of such substitute teachers;

(aa) To acquire in its own name by purchase all real property which shall be necessary and desirable in connection with the construction, renovation or improvement of any public school building or structure. Whenever the purchase price for such real property is greater than Fifty Thousand Dollars ($50,000.00), the school board shall not purchase the property for an amount exceeding the fair market value of such property as determined by the average of at least two (2) independent appraisals by certified general appraisers licensed by the State of Mississippi. If the board shall be unable to agree with the owner of any such real property in connection with any such project, the board shall have the power and authority to acquire any such real property by condemnation proceedings pursuant to Section 11-27-1 et seq., and for such purpose, the right of eminent domain is hereby conferred upon and vested in the board. The local school board is authorized to grant an easement for ingress and egress over sixteenth section land or lieu land in exchange for a similar easement upon adjoining land where the exchange of easements affords substantial benefit to the sixteenth section land; however, the exchange must be based upon values as determined by a competent appraiser, with any differential in value to be adjusted by cash payment. Any easement rights granted over sixteenth section land under such authority shall terminate when the easement ceases to be used for its stated purpose. No sixteenth section or lieu land which is subject to an existing lease shall be burdened by any such easement except by consent of the lessee or unless the school district shall acquire the unexpired leasehold interest affected by the easement;

(ab) To charge reasonable fees related to the educational programs of the district, in the manner prescribed in Section 37-7-335;

(ac) Subject to rules and regulations of the State Board of Education, to purchase relocatable classrooms for the use of such school district, in the manner prescribed in Section 37-1-13;

(ad) Enter into contracts or agreements with other school districts, political subdivisions or governmental entities to carry out one or more of the powers or duties of the school board, or to allow more efficient utilization of limited resources for providing services to the public;

(ae) To provide for in-service training for employees of the district.

(af) As part of their duties to prescribe the use of textbooks, to provide that parents and legal guardians shall be responsible for the textbooks and for the compensation to the school district for any books which are not returned to the proper schools upon the withdrawal of their dependent child. If a textbook is lost or not returned by any student who drops out of the public

school district, the parent or legal guardian shall also compensate the school district for the fair market value of the textbooks;

(ag) To conduct fund-raising activities on behalf of the school district that the local school board, in its discretion, deems appropriate or beneficial to the official or extracurricular programs of the district;-subject to the following:

(i) Any proceeds of the fund-raising activities shall be treated as "activity funds" and shall be accounted for as are other activity funds under this section; and

(ii) Fund-raising activities conducted or authorized by the board for the sale of school pictures, the rental of caps and gowns or the sale of graduation invitations for which the school board receives a commission, rebate or fee shall contain a disclosure statement advising that a portion of the proceeds of the sales or rentals shall be contributed to the student activity fund;

(ah) To allow individual lessons for music, art and other curriculum-related activities for academic credit or nonacademic credit during school hours and using school equipment and facilities, subject to uniform rules and regulations adopted by the school board;

(ai) To charge reasonable fees for participating in an extracurricular activity for academic or nonacademic credit for necessary and required equipment such as safety equipment, band instruments and uniforms;

(aj) To conduct or participate in any fund-raising activities on behalf of or in connection with a tax-exempt charitable organization;

(ak) To exercise such powers as may be reasonably necessary to carry out the provisions of this section;

(al) To expend funds for the services of nonprofit arts organizations or other such nonprofit organizations who provide performances or other services for the students of the school district;

(am) To expend federal funds, or any other available funds that are expressly designated and authorized for that use, to pay training, educational expenses, salary incentives and salary supplements to employees of local school districts; except that incentives shall not be considered part of the local supplement, nor shall incentives be considered part of the local supplement paid to an individual teacher for the purposes of Section 37-19-7(1);

(an) To use any available funds, not appropriated or designated for any other purpose, for reimbursement to the state-licensed employees from both in-state and out-of-state, who enter into a contract for employment in a school district, for the expense of moving when the employment necessitates the relocation of the licensed employee to a different geographical area than that in which the licensed employee resides before entering into the contract. The reimbursement shall not exceed One Thousand Dollars ($1,000.00) for the documented actual expenses incurred in the course of relocating, including the expense of any professional moving company or persons employed to assist with the move, rented moving vehicles or equipment, mileage in the amount authorized for county and municipal employees under Section 25-3-41 if the licensed employee used his personal vehicle or vehicles for the move, meals and such other expenses associated with the relocation. No licensed employee may be reimbursed for moving expenses under this section on more than one (1) occasion by the same school district. Nothing in this section shall be construed to require the actual residence to which the licensed employee relocates to be within the boundaries of the school district that has executed a contract for employment in order for the licensed employee to be eligible for reimbursement for the moving expenses. However, the licensed employee must

relocate within the boundaries of the State of Mississippi. Any individual receiving relocation assistance through the Critical Teacher Shortage Act as provided in Section 37-159-5 shall not be eligible to receive additional relocation funds as authorized in this paragraph;

(ao) To use any available funds, not appropriated or designated for any other purpose, to reimburse persons who interview for employment as a licensed employee with the district for the mileage and other actual expenses incurred in the course of travel to and from the interview at the rate authorized for county and municipal employees under Section 25-3-41;

(ap) Consistent with the report of the Task Force to Conduct a Best Financial Management Practices Review, to improve school district management and use of resources and identify cost savings as established in Section 8 of Chapter 610, Laws of 2002, local school boards are encouraged to conduct independent reviews of the management and efficiency of schools and school districts. Such management and efficiency reviews shall provide state and local officials and the public with the following:

(i) An assessment of a school district's governance and organizational structure;

(ii) An assessment of the school district's financial and personnel management;

(iii) An assessment of revenue levels and sources;

(iv) An assessment of facilities utilization, planning and maintenance;

(v) An assessment of food services, transportation and safety/security systems;

(vi) An assessment of instructional and administrative technology;

(vii) A review of the instructional management and the efficiency and effectiveness of existing instructional programs; and

(viii) Recommended methods for increasing efficiency and effectiveness in providing educational services to the public;

(aq) To enter into agreements with other local school boards for the establishment of an educational service agency (ESA) to provide for the cooperative needs of the region in which the school district is located, as provided in Section 37-7-345.

(ar) To incorporate- financial literacy components within the curriculum offered to students in Grades 6-8. Current curriculum for Grades 6-12 shall include content on financial literacy education. Each student, during Grade 9, 10, 11, or 12, shall take and pass a one-half Carnegie Unit course in personal finance, or a full Carnegie Unit course where at least one-half of the course standards concern financial literacy, in order to earn a high school diploma. The financial literacy program shall include, but is not limited to, instruction in the same areas of personal business and finance as required under Section 37-1-3(2)(b). The school board may coordinate with volunteer teachers from local community organizations, including, but not limited to, the following: United States Department of Agriculture Rural Development, United States Department of Housing and Urban Development, Junior Achievement, bankers and other nonprofit organizations. In addition to any financial literacy standards administratively required by the State Department of Education's College -and-Career Readiness course, the financial literacy program for grades 9, 10, 11, and 12 may include, without limitation;

i. Financial decision-making;

i i. Earning an income, tax obligations and withholding;

iii. Personal budgeting, saving, spending and cash flow management;

iv. Financial services, including types of credit, using credit, credit reports and interest calculations;

v. Postsecondary education financing, including loans, repayment and cost-benefit analysis for expected employment; and

vi. Consumer rights, identify protection and fraud avoidance

(as) To collaborate with the State Board of Education, Community Action Agencies or the Department of Human Services to develop and implement a voluntary program to provide services for a full-day prekindergarten program that addresses the cognitive, social, and emotional needs of four-year-old and three-year-old children. The school board may utilize any source of available revenue to fund the voluntary program. Effective with the 2013-2014 school year, to implement voluntary prekindergarten programs under the Early Learning Collaborative Act of 2013 pursuant to state funds awarded by the State Department of Education on a matching basis;

(at) With respect to any lawful, written obligation of a school district, including, but not limited to, leases (excluding leases of sixteenth section public school trust land), bonds, notes, or other agreement, to agree in writing with the obligee that the Department of Revenue or any state agency, department or commission created under state law may:

(i) Withhold all or any part (as agreed by the school board) of any monies which such local school board is entitled to receive from time to time under any law and which is in the possession of the -Department of Revenue, or any state agency, department or commission created under state law; and

(ii) Pay the same over to any financial institution, trustee or other obligee, as directed in writing by the school board, to satisfy all or part of such obligation of the school district.

The school board may make such written agreement to withhold and transfer funds irrevocable for the term of the written obligation and may include in the written agreement any other terms and provisions acceptable to the school board. If the school board files a copy of such written agreement with the Department of Revenue, or any state agency, department or commission created under state law then the Department of Revenue or any state agency, department or commission created under state law shall immediately make the withholdings provided in such agreement from the amounts due the local school board and shall continue to pay the same over to such financial institution, trustee or obligee for the term of the agreement.

This paragraph (tt) shall not grant any extra authority to a school board to issue debt in any amount exceeding statutory limitations on assessed value of taxable property within such school district or the statutory limitations on debt maturities, and shall not grant any extra authority to impose, levy or collect a tax which is not otherwise expressly provided for, and shall not be construed to apply to sixteenth section public school trust land;

(au) With respect to any matter or transaction that is competitively bid by a school district, to accept from any bidder as a good faith deposit or bid bond or bid surety, the same type of good faith deposit or bid bond or bid surety that may be accepted by the state or any other political subdivision on similar competitively bid matters or transactions. This paragraph (uu) shall not be construed to apply to sixteenth section public school trust land. The school board may authorize the investment of any school district funds in the same kind and manner of investments, including pooled investments, as any other political subdivision, including community hospitals;

(av) To utilize the alternate method for the conveyance or exchange of unused school buildings and/or land, reserving a partial or other undivided interest in the property, as specifically authorized and provided in Section 37-7-485, Mississippi Code of 1972;

(aw) To delegate, privatize or otherwise enter into a contract with private entities for the operation of any and all functions of nonacademic school process, procedures and operations including, but not limited to, cafeteria workers, janitorial services, transportation, professional development, achievement and instructional consulting services materials and products, purchasing cooperatives, insurance, business manager services, auditing and accounting services, school safety/risk prevention, data processing and student records, and other staff services; however, the authority under this paragraph does not apply to the leasing, management or operation of sixteenth section lands. Local school districts, working through their regional education service agency, are encouraged to enter into buying consortia with other member districts for the purposes of more efficient use of state resources as described in Section 37-7-345.

(ax) To partner with entities, organizations and corporations for the purpose of benefiting the school district; and

(ay) To borrow funds from the Rural Economic Development Authority for the maintenance of school buildings.

(az) To fund and operate voluntary early childhood education programs, defined as programs for children less than five (5) years of age on or before September 1, and to use any source of revenue for such early childhood education programs. Such programs shall not conflict with the Early Learning Collaborative Act of 2013 and;

(ba) To issue and provide for the use of procurement cards by school board members, superintendents and licensed school personnel consistent with the rules and regulations of the Mississippi Department of Finance and Administration under Section 31-7-9; and

(bb) To conduct an annual comprehensive evaluation of the superintendent of schools consistent with the assessment components of paragraph (ap) of this section and the assessment benchmarks established by the Mississippi School Boards Association to evaluate the success the superintendent has attained in meeting district goals and objectives, the superintendent's leadership skills and whether or not the superintendent has established appropriate standards for performance, is monitoring success and is using data for improvement.

MS Code	Description
37-151-200	Title
37-7-301	General powers and duties.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
AA	School District Legal Status

Cross References	Description
ABBA	General Home Rule Authority
ABCB	Board Members Qualifications
AC	School District Organization Plan
ACC	Trademark Policy
AF	School Day
AFA	Flag Display
BA	Board Operations Goals and Objectives Mission Statement
BBABA	Duties of Board President
BBABC	Duties of Board Secretary
BBBB	Orientation of New Board Members
BBBC	Board Member Development (Training) Opportunity
BBD	Board-School Superintendent Relations
BBF	Advisory Committees to the Board
BBG	Consultants to the Board
BBI	Board/Staff Relations
BBJ	Review of Board Procedures
BD	Board Policy Development
BDF	Review of Administrative Rules
BDG	Administration in Policy Absence
BDH	Suspension of Board Policies
BG	School Board Membership
CA	General School Administration Goals and Objectives
CEB	Duties of Superintendent
CEI	Superintendent Evaluation
DE	Debt Limitation
DO	School Properties Disposal Procedure
EBJ	School Property Development Act of 2005
JK	Fundraising - Students
MB	Relations With Nonpublic Schools

Policy ABB: Board Powers and Duties

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 06/29/2026

HOME RULE

The school board of a school district may adopt any orders, resolutions or ordinances with respect to school district affairs, property and finances which are not inconsistent with the Mississippi Constitution of 1890, the Mississippi Code of 1972, or any other statute or law of the State of Mississippi. Except as otherwise provided in this section, the powers granted to the school boards in this section are complete without the existence of or reference to any specific authority granted in any other statute or law of the State of Mississippi. Unless such actions are specifically authorized by another statute or law of the State of Mississippi, this section shall not authorize a school board to: (a) levy taxes of any kind or increase the levy of any authorized tax; (b) issue bonds of any kind; or (c) enter into collective bargaining agreements. 37-7-301.1

POWERS, AUTHORITY AND DUTIES

The school boards of all school districts shall have the following powers, authority and duties in addition to all others imposed or granted by law, to wit:

a. To organize and operate the schools of the district and to make such division between the high school grades and elementary grades as, in their judgment, will serve the best interests of the school;

b. To introduce public school music, art, manual training and other special subjects into either the elementary or high school grades, as the board shall deem proper;

c. To be the custodians of real and personal school property and to manage, control and care for same, both during the school term and during vacation;

d. To have responsibility for the erection, repairing and equipping of school facilities and the making of necessary school improvements;

e. To suspend or to expel a pupil or to change the placement of a pupil to the school district's alternative school or home-bound program for misconduct in the school or on school property, as defined in Section 37-11-29, on the road to and from school, or at any school-related activity or event, or for conduct occurring on property other than school property or other than at a school-related activity or event when such conduct by a pupil, in the determination of the school superintendent or principal, renders that pupil's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole, and to delegate such authority to the appropriate officials of the school district;

f. To visit schools in the district, in their discretion, in a body for the purpose of determining what can be done for the improvement of the school in a general way;

g. To support, within reasonable limits, the superintendent, principal and teachers where necessary for the proper discipline of the school;

h. To exclude from the schools students with what appears to be infectious or contagious diseases;provided, however, such student may be allowed to return to school upon presenting a certificate from a public health officer, duly licensed physician or nurse practitioner that the student is free from such disease;

i. To require those vaccinations specified by the State Health Officer as provided in Section 41-23-37;

j. To see that all necessary utilities and services are provided in the schools at all times when same are needed;

k. To authorize the use of the school buildings and grounds for the holding of public meetings and gatherings of the people under such regulations as may be prescribed by said board;

l. To prescribe and enforce rules and regulations not inconsistent with law or with the regulations of the State Board of Education for their own government and for the government of the schools, and to transact their business at regular and special meetings called and held in the manner provided by law;

m. To maintain and operate all of the schools under their control for such length of time during the year as may be required;

n. To enforce in the schools the courses of study and the use of the textbooks prescribed by the proper authorities;

o. To make orders directed to the superintendent of schools for the issuance of pay certificates for lawful purposes on any available funds of the district and to have full control of the receipt, distribution, allotment and disbursement of all funds provided for the support and operation of the schools of such school district whether such funds be derived from state appropriations, local ad valorem tax collections, or otherwise. The local school board shall be authorized and empowered to promulgate rules and regulations that specify the types of claims and set limits of the dollar amount for payment of claims by the superintendent of schools to be ratified by the board at the next regularly scheduled meeting after payment has been made;

p. To select all school district personnel in the manner provided by law, and to provide for such employee benefit programs, including accident reimbursement plans, as may be deemed necessary and appropriate by the board;

q. To provide athletic programs and other school activities and to regulate the establishment and operation of such programs and activities;

r. To join, in their discretion, any association of school boards and other public school-related organizations, and to pay from local funds other than total funding formula funds, any membership dues;

s. To expend local school activity funds, or other available school district funds, other than total funding formula funds, for the purposes prescribed under this paragraph. "Activity funds" shall mean all funds received by school officials in all school districts paid or collected to participate in any school activity, such activity being part of the school program and partially financed with public funds or supplemented by public funds. The term "activity funds" shall not include any funds raised and/or expended by any organization unless commingled in a bank account with existing activity funds, regardless of whether the funds were raised by school employees or received by school employees during school hours or using school facilities, and regardless of whether a school employee exercises influence over the expenditure or disposition of such funds. Organizations shall not be required to make any payment to any school for the use of any school facility if, in the discretion of the local school governing board, the organization's function shall be deemed to be beneficial to the official or extracurricular programs of the school. For the purposes of this provision, the term "organization" shall not include any organization subject to the control of the local school governing board. Activity funds may only be expended for any necessary expenses or travel costs, including advances, incurred by students and their chaperons in attending any in-state or out-of-state school-related programs, conventions or seminars and/or any commodities, equipment, travel expenses, purchased services or school supplies which the local school governing board, in its discretion, shall deem beneficial to the official or extracurricular programs of the district, including items which may subsequently become the personal property of individuals, including yearbooks, athletic apparel, book covers and trophies. Activity funds may be used to pay travel expenses of school district personnel. The local school governing board shall be authorized and empowered to promulgate rules and regulations specifically designating for what purposes school activity funds may be expended. The local school governing board shall provide (i) that such school activity funds shall be maintained and expended by the principal of the school generating the funds in individual bank accounts, or (ii) that such school activity funds shall be maintained and expended by the superintendent of schools in a central depository approved by the board. The local school governing board shall provide that such school activity funds be audited as part of the annual audit required in Section 37-9-18. The State Auditor shall prescribe a uniform system of accounting and financial reporting for all school activity fund transactions;

t. To contract, on a shared savings, lease or lease-purchase basis, for energy efficiency services and/or equipment as provided for in Section 31-7-14.

u. To maintain accounts and issue pay certificates on school food service bank accounts;

v. (i) To lease a school building from an individual, partnership, nonprofit corporation or a private for profit corporation for the use of such school district, and to expend funds therefor as may be available from any sources other than total funding formula funds as set by this act. The school board of the school district desiring to lease a school building shall declare by resolution that a need exists for a school building and that the school district cannot provide the necessary funds to pay the cost or its proportionate share of the cost of a school building required to meet the present needs. The resolution so adopted by the school board shall be published once each week for three (3) consecutive weeks in a newspaper having a general circulation in the school district involved, with the first publication thereof to be made not less than thirty (30) days prior to the date upon which the school board is to act on the question of leasing a school building. If no petition requesting an election is filed prior to such meeting as hereinafter provided, then the school board may, by resolution spread upon its minutes, proceed to lease a school building. If at any time before the meeting, a petition signed by not less than twenty percent (20%) or fifteen hundred (1500), whichever is less, of the qualified electors of the school district involved shall be filed with the school board requesting that an election be called on the question, then the school board shall, not later than the next regular meeting, adopt a resolution calling an election to be held within such school district upon the question of authorizing the school board to lease a school building. Such election shall be called and held, and notice thereof shall be given, in the same manner for elections upon the questions of the issuance of the bonds of school districts, and the results thereof shall be certified to the school board. If at least three-fifths (3/5) of the qualified electors of the school district who voted in such election shall vote in favor of the leasing of a school building, then the school board shall proceed to lease a school building. The term of the lease contract shall not exceed twenty (20) years, and the total cost of such lease shall be either the amount of the lowest and best bid accepted by the school board after advertisement for bids or an amount not to exceed the current fair market value of the lease as determined by the averaging of at least two (2) appraisals by certified general appraisers licensed by the State of Mississippi. The term "school building" as used in this paragraph (v)(i) shall be construed to mean any building or buildings used for classroom purposes in connection with the operation of schools and shall include the site therefor, necessary support facilities, and the equipment thereof and appurtenances thereto such as heating facilities, water supply, sewage disposal, landscaping, walks, drives and playgrounds. The term "lease" as used in this paragraph (v)(i) may include a lease/purchase contract; (ii) If two (2) or more school districts propose to enter into a lease contract jointly, then joint meetings of the school boards having control may be held but no action taken shall be binding on any such school district unless the question of leasing a school building is approved in each participating school district under the procedure hereinabove set forth in paragraph (v)(i). All of the provisions of paragraph (v)(i) regarding the term and amount of the lease contract shall apply to the school boards of school districts acting jointly. Any lease contract executed by two (2) or more school districts as joint lessees shall set out the amount of the aggregate lease rental to be paid by each, which may be agreed upon, but there shall be no right of occupancy by any lessee unless the aggregate rental is paid as stipulated in the lease contract. All rights of joint lessees under the lease contract shall be in proportion to the amount of lease rental paid by each;

w. To employ all noninstructional and nonlicensed employees and fix the duties and compensation of such personnel deemed necessary pursuant to the recommendation of the superintendent of schools;

x. To employ and fix the duties and compensation of such legal counsel as deemed necessary;

y. Subject to rules and regulations of the State Board of Education, to purchase, own and operate trucks, vans and other motor vehicles, which shall bear the proper identification required by law;

z. To expend funds for the payment of substitute teachers and to adopt reasonable regulations for the employment and compensation of such substitute teachers;

aa. To acquire in its own name by purchase all real property which shall be necessary and desirable in connection with the construction, renovation or improvement of any public school building or structure. Whenever the purchase price for such real property is greater than Fifty Thousand Dollars ($50,000.00), the school board shall not

purchase the property for an amount exceeding the fair market value of such property as determined by the average of at least two (2) independent appraisals by certified general appraisers licensed by the State of Mississippi. If the board shall be unable to agree with the owner of any such real property in connection with any such project, the board shall have the power and authority to acquire any such real property by condemnation proceedings pursuant to Section 11-27-1 et seq., , and for such purpose, the right of eminent domain is hereby conferred upon and vested in the board. The local school board is authorized to grant an easement for ingress and egress over sixteenth section land or lieu land in exchange for a similar easement upon adjoining land where the exchange of easements affords substantial benefit to the sixteenth section land; however, the exchange must be based upon values as determined by a competent appraiser, with any differential in value to be adjusted by cash payment. Any easement rights granted over sixteenth section land under such authority shall terminate when the easement ceases to be used for its stated purpose. No sixteenth section or lieu land which is subject to an existing lease shall be burdened by any such easement except by consent of the lessee or unless the school district shall acquire the unexpired leasehold interest affected by the easement;

ab. To charge reasonable fees related to the educational programs of the district, in the manner prescribed in Section 37-7-335;

ac. Subject to rules and regulations of the State Board of Education, to purchase relocatable classrooms for the use of such school district, in the manner prescribed in Section 37-1-13;

ad. Enter into contracts or agreements with other school districts, political subdivisions or governmental entities to carry out one or more of the powers or duties of the school board, or to allow more efficient utilization of limited resources for providing services to the public;

ae. To provide for in-service training for employees of the district.

af. As part of their duties to prescribe the use of textbooks, to provide that parents and legal guardians should be responsible for the textbooks and for the compensation to the school district for any books which are not returned to the proper schools upon the withdrawal of their dependent child. If a textbook is lost or not returned by any student who drops out of the public school district, the parent or legal guardian shall also compensate the school district for the fair market value of the textbooks;

ag. To conduct fund-raising activities on behalf of the school district that the local school board, in its discretion, deems appropriate or beneficial to the official or extracurricular programs of the district; subject to the following:

i. Any proceeds of the fund-raising activities shall be treated as "activity funds" and shall be accounted for as are other activity funds under this section; and

ii. Fund-raising activities conducted or authorized by the board for the sale of school pictures, the total of caps and gowns or the sale of graduation invitations for which the school board receives a commission, rebate or fee shall contain a disclosure statement advising that a portion of the proceeds of the sales or rentals shall be contributed to the student activity fund;

ah. To allow individual lessons for music, art and other curriculum-related activities for academic credit or nonacademic credit during school hours and using school equipment and facilities, subject to uniform rules and regulations adopted by the school board;

ai. To charge reasonable fees for participating in an extracurricular activity for academic or nonacademic credit for necessary and required equipment such as safety equipment, band instruments and uniforms;

aj. To conduct or participate in any fund-raising activities on behalf of or in connection with a tax-exempt charitable organization;

ak. To exercise such powers as may be reasonably necessary to carry out the provisions of this section;

al. To expend funds for the services of nonprofit arts organizations or other such nonprofit organizations who provide performances or other services for the students of the school district;

am. To expend federal funds, or any other available funds that are expressly designated and authorized for that use, to pay training, educational expenses, salary incentives and salary supplements to employees of local school districts; except that incentives shall not be considered part of the local supplement, nor shall incentives be considered part of the local supplement paid to an individual teacher for the purposes of Section 37-19-7(1);

an. To use any available funds, not appropriated or designated for any other purpose, for reimbursement to the state-licensed employees from both in-state and out-of-state, who enter into a contract for employment in a school district, for the expense of moving when the employment necessitates the relocation of the licensed employee to a different geographical area than that in which the licensed employee resides before entering into the contract. The reimbursement shall not exceed One Thousand Dollars ($1,000.00) for the documented actual expenses incurred in the course of relocating, including the expense of any professional moving company or persons employed to assist with the move, rented moving vehicles or equipment, mileage in the amount authorized for county and municipal employees under Section 25-3-41 if the licensed employee used his personal vehicle or vehicles for the move, meals and such other expenses associated with the relocation. No licensed employee may be reimbursed for moving expenses under this section on more than one (1) occasion by the same school district. Nothing in this section shall be construed to require the actual residence to which the licensed employee relocates to be within the boundaries of the school district that has executed a contract for employment in order for the licensed employee to be eligible for reimbursement for the moving expenses. However, the licensed employee must relocate within the boundaries of the State of Mississippi. Any individual receiving relocation assistance through the Critical Teacher Shortage Act as provided in Section 37-1595 shall not be eligible to receive additional relocation funds as authorized in this paragraph;

ao. To use any available funds, not appropriated or designated for any other purpose, to reimburse people who interview for employment as a licensed employee with the district for the mileage and other actual expenses incurred in the course of travel to and from the interview at the rate authorized for county and municipal employees under Section 25-3-41;

ap. Consistent with the report of the Task Force to Conduct a Best Financial Management Practices Review, to improve school district management and use of resources and identify cost savings as established in Section 8 of Chapter 610, Laws of 2002, local school boards are encouraged to conduct independent reviews of the management and efficiency of schools and school districts. Such management and efficiency reviews shall provide state and local officials and the public with the following:

i. An assessment of a school district's governance and organizational structure;

ii. An assessment of the school district's financial and personnel management;

iii. An assessment of revenue levels and sources;

iv. An assessment of facilities utilization, planning and maintenance;

v. An assessment of food services, transportation and safety/security systems;

vi. An assessment of instructional and administrative technology;

vii. A review of the instructional management and the efficiency and effectiveness of existing instructional programs; and

viii. Recommended methods for increasing efficiency and effectiveness in providing educational services to the public;

aq. To enter into agreements with other local school boards for the establishment of an educational service agency (ESA) to provide for the cooperative needs of the region in which the school district is located, as provided in

Section 37-7-345.

ar. To incorporate financial literacy components within the curriculum offered to students in Grades 6-8. Current curriculum for Grades 6-12 shall include content on financial literacy education. Beginning with the graduating class of 2032, each student, during Grade 9, 10, 11, or 12, shall take and pass a one-half Carnegie Unit course in personal finance, or a full Carnegie Unit course where at least one-half of the course standards concern financial literacy, in order to earn a high school diploma. The financial literacy program shall include, but is not limited to, instruction in the same areas of personal business and finance as required under Section 37-1-3(2)(b). The school board may coordinate with volunteer teachers from local community organizations, including, but not limited to, the following: United States Department of Agriculture Rural Development, United States Department of Housing and Urban Development, Junior Achievement, bankers and other nonprofit organizations. In addition to any financial literacy standards administratively required by the State Department of Education's College-and-Career-Readiness course, the financial literacy program for Grades 9, 10, 11, and 12 may include, without limitation;

i. Financial decision-making;

ii. Earning an income, tax obligations and withholding;

iii. Personal budgeting, saving, spending and cash flow management;

iv. Financial services, including types of credit, using credit, credit reports and interest calculations;

v. Postsecondary education financing, including loans, repayment and cost-benefit analysis for expected employment; and

vi. Consumer rights, identify protection and fraud avoidance.

as. To collaborate with the State Board of Education, Community Action Agencies or the Department of Human Services to develop and implement a voluntary program to provide services for a full-day prekindergarten program that addresses the cognitive, social, and emotional needs of four-year-old and three-year-old children. The school board may utilize any source of available revenue to fund the voluntary program. Effective with the 2013-2014 school year, to implement voluntary prekindergarten programs under the Early Learning Collaborative Act of 2013 pursuant to state funds awarded by the State Department of Education on a matching basis;

at. With respect to any lawful, written obligation of a school district, including, but not limited to, leases(excluding leases of sixteenth section public school trust land), bonds, notes, or other agreement, to agree in writing with the obligee that the Department of Revenue or any state agency, department or commission created under state law may:

i. Withhold all or any part (as agreed by the school board) of any monies which such local school board is entitled to receive from time to time under any law and which is in the possession of the Department of Revenue, or any state agency, department or commission created under state law; and

ii. Pay the same over to any financial institution, trustee or other obligee, as directed in writing by the school board, to satisfy all or part of such obligation of the school district.

The school board may make such written agreement to withhold and transfer funds irrevocable for the term of the written obligation and may include in the written agreement any other terms and provisions acceptable to the school board. If the school board files a copy of such written agreement with the Department of Revenue, or any state agency, department or commission created under state law, then the Department of Revenue or any state agency, department or commission created under state law shall immediately make the withholdings provided in such agreement from the amounts due the local school board and shall continue to pay the same over to such financial institution, trustee or obligee for the term of the agreement.

This paragraph (at) shall not grant any extra authority to a school board to issue debt in any amount

exceeding statutory limitations on assessed value of taxable property within such school district or the statutory limitations on debt maturities, and shall not grant any extra authority to impose, levy or collect a tax which is not otherwise expressly provided for, and shall not be construed to apply to sixteenth section public school trust land;

au. With respect to any matter or transaction that is competitively bid by a school district, to accept from any bidder as a good faith deposit or bid bond or bid surety, the same type of good faith deposit or bid bond or bid surety that may be accepted by the state or any other political subdivision on similar competitively bid matters or transactions. This paragraph (uu) shall not be construed to apply to sixteenth section public school trust land. The school board may authorize the investment of any school district funds in the same kind and manner of investments, including pooled investments, as any other political subdivision, including community hospitals;

av. To utilize the alternate method for the conveyance or exchange of unused school buildings and/or land, reserving a partial or other undivided interest in the property, as specifically authorized and provided in Section 37-7-485, Mississippi Code of 1972;

aw. To delegate, privatize or otherwise enter into a contract with private entities for the operation of any and all functions of nonacademic school process, procedures and operations including, but not limited to, cafeteria workers, janitorial services, transportation, professional development, achievement and instructional consulting services, materials and products, purchasing cooperatives, insurance, business manager services, auditing and accounting services, school safety/risk prevention, data processing and student records, and other staff services; however, the authority under this paragraph does not apply to the leasing, management or operation of sixteenth section lands. Local school districts, working through their regional education service agency, are encouraged to enter into buying consortia with other member districts for the purposes of more efficient use of state resources as described in Section 37-7345.

ax. To partner with entities, organizations and corporations for the purpose of benefiting the school district;and

ay. To borrow funds from the Rural Economic Development Authority for the maintenance of school buildings.

az. To fund and operate voluntary early childhood education programs, defined as programs for children less than five (5) years of age on or before September 1, and to use any source of revenue for such early childhood education programs. Such programs shall not conflict with the Early Learning Collaborative Act of 2013 and;

ba. To issue and provide for the use of procurement cards by school board members, superintendents and licensed school personnel consistent with the rules and regulations of the Mississippi Department of Finance and Administration under Section 31-7-9; and

bb. To conduct an annual comprehensive evaluation of the superintendent of schools consistent with the assessment components of paragraph (ap) of this section and the assessment benchmarks established by the Mississippi School Boards Association to evaluate the success the superintendent has attained in meeting district goals and objectives, the superintendent's leadership skills and whether or not the superintendent has established appropriate standards for performance, is monitoring success and is using data for improvement.

PROCESS STANDARDS

Additional statutory and regulatory requirements for school boards and school districts are made part of the state process for school accreditation and accountability. Please refer to the most recent edition of the Mississippi Public School Accountability Standards (MPSAS).

MS Code	Description
37-151-200	Title 37
37-7-301	General powers and duties.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
AA	School District Legal Status
ABBA	General Home Rule Authority
ABCB	Board Members Qualifications
AC	School District Organization Plan
ACC	Trademark Policy
AF	School Day
AFA	Flag Display
BA	Board Operations Goals and Objectives Mission Statement
BBABA	Duties of Board President
BBABC	Duties of Board Secretary
BBBB	Orientation of New Board Members
BBBC	Board Member Development (Training) Opportunity
BBD	Board-School Superintendent Relations
BBF	Advisory Committees to the Board
BBG	Consultants to the Board
BBI	Board/Staff Relations
BBJ	Review of Board Procedures
BD	Board Policy Development
BDF	Review of Administrative Rules
BDG	Administration in Policy Absence
BDH	Suspension of Board Policies
BG	School Board Membership
CA	General School Administration Goals and Objectives
CEB	Duties of Superintendent
CEI	Superintendent Evaluation
DE	Debt Limitation
DO	School Properties Disposal Procedure
EBJ	School Property Development Act of 2005
JK	Fundraising - Students
MB	Relations With Nonpublic Schools

Policy ABBA: General Home Rule Authority

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

GENERAL HOME RULE AUTHORITY

The school board of a school district may adopt any orders, resolutions or ordinances with respect to school district affairs, property and finances which are not inconsistent with the Mississippi Constitution of 1890, the Mississippi Code of 1972, or any other statute or law of the State of Mississippi. Except as otherwise provided in this section, the powers granted to the school boards in this section are complete without the existence of or reference to any specific authority granted in any other statute or law of the State of Mississippi. Unless such actions are specifically authorized by another statute or law of the State of Mississippi, this section shall not authorize a school board to: (a) levy taxes of any kind or increase the levy of any authorized tax; (b) issue bonds of any kind; or (c) enter into collective bargaining agreements. ' 37-7-301.1 (2006)

MS Code	Description
37-7-301	General powers and duties.

Cross References	Description
ABB	Board Powers and Duties

Policy ABC: Board Member Legal Status

Status: ADOPTED

Original Adopted Date: 08/01/2003 | **Last Revised Date:** 08/05/2024 | **Last Reviewed Date:** 10/27/2025

BOARD MEMBER LEGAL STATUS

The individual board member has no legal authority to act individually unless specifically delegated authority to act by this school board at its legal meeting.

It shall be the duty of the superintendent and the school board to limit the expenditure of school funds during the fiscal year to amounts set forth in the respective school budgets as reflected in the board minutes. It shall be unlawful for any school district to budget expenditures from a fund in excess of the resources available within that fund for such expenditures.

PERSONAL LIABILITY

Any member of the school board who shall knowingly enter into any contract, incur any obligation, or make any expenditure in excess of the amount available for the fiscal year shall be personally liable for the amount of such excess. However, no school board member shall be personally liable (a) in the event of any reduction in total funding formula payments by action of the Governor acting through the Department of Finance and Administration, or (b) for claims, damages, awards or judgments due to tort actions. Such immunity shall not be a defense in cases of fraud, criminal action, or intentional breach of fiduciary obligations imposed by statute. ' 37-61-19

MS Code	Description
37-151-200	Title
37-61-19	Expenditures shall be limited to budgeted amounts; personal liability for excess.

Cross References	Description
AB	School Board Legal Status
BBB	School Board Members - Individual Board Members Authority and Responsibilities
BBBD	Bonded Members

Policy ABCB: Board Members Qualifications

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

BOARD MEMBERS QUALIFICATIONS

GENERAL ELIGIBILITY

In order for a person to be eligible to hold the office of trustee of any school district, such person must be a bona fide resident and a qualified elector of such school district, and, in the case of a school district lying in two or more counties, but not including municipal separate school districts, such person must be a bona fide resident and a qualified elector of the territory entitled to such representation on the board. ' 37-7-201 (1968)

No person who is a member of the appointing body, or who is an employee of the municipality, or who is a member of the county board of education, or who is a trustee of any public, private, or sectarian school or college located in the county, inclusive of the municipal separate school district, or who is a teacher in or a trustee of said school district shall be eligible for appointment to a municipal separate school district board of trustees. ' 37-7-203 (1985)

No person who is a resident of the territory embraced within a municipal separate school district or a special municipal separate school district shall be eligible to be a member of the county board of education. Qualified electors residing within a municipal separate school district or special municipal separate school district shall not be eligible to vote or participate in the election of members of the county board of education. The provisions of this section shall be applicable in the case of a special municipal separate school district and a line consolidated school district of which another county is the home county which together occupy all of the territory of a supervisors district of the county. ' 37-5-3 (1962)

School board members should consult Title 37, Chapters 5 and 7 of the Mississippi Code for all qualifications and procedures.

BASIC AND CONTINUING EDUCATION REQUIREMENTS

1. Every school board member selected after July 1, 2002, shall have a high school diploma or its equivalent.
2. Every school board member selected after July 1, 1993, shall be required to complete a basic course of training and education for local school board members, in order for board members to carry out their duties more effectively and be exposed to new ideas involving school restructuring. Such basic course of training shall be conducted by the Mississippi School Boards Association. Upon completion of the basic course of training, the Mississippi School Boards Association shall file a certificate of completion for the school board member with the office of the local school board. In the event that a board member fails to complete such training within six (6) months of his selection, such board member shall no longer be qualified to serve and shall be removed from office.
3. In addition to meeting the requirements of subsection (2) of this section, after taking office, each school board member shall be required to file annually in the office of the school board a certificate of completion of a course of continuing education conducted by the Mississippi School Boards Association.
4. Every school board member selected after July 1, 2002, shall spend at least one (1) full day in a school in the district they represent, without compensation.
5. Upon the failure of any local school board member to file with the school board the certificate of completion of the basic or continuing course of training as provided in subsection (2) or (3) of this section, the school board member shall be removed from office by the Attorney General. In the event of a medical or other catastrophic hardship that prevents such school board member from obtaining the required training or filing such certificate, as may be defined by the Board of Directors of the Mississippi School Boards Association by rule and regulation, an additional period of three (3) months may be allowed to satisfy the requirements of subsection (2) or (3). ' 37-7-306 (2006)

MS Code	Description
37-3-4	School Executive Management Institute; basic and continuing education courses for school board members.
37-5-3	Residency requirements of members of board; qualifications of electors.
37-7-201	Qualifications for office of trustee
37-7-203	Composition of boards of trustees of municipal separate school districts and certain mayor-council forms of government; qualifications, selection, and terms of office of members of boards.
37-7-306	Training and education requirements.

Cross References	Description
ABB	Board Powers and Duties
ABCD	Method of Election
BBBC	Board Member Development (Training) Opportunity

Policy ABCB: Board Members Qualifications

Status: DRAFT

Original Adopted Date: 09/17/2013

GENERAL ELIGIBILITY

In order for a person to be eligible to hold the office of trustee of any school district, such person must be a bona fide resident and a qualified elector of such school district, and, in the case of a school district lying in two or more counties, but not including municipal separate school districts, such person must be a bona fide resident and a qualified elector of the territory entitled to such representation on the board. 37-7-201

No person who is a member of the appointing body, or who is an employee of the municipality, or who is a member of the county board of education, or who is a trustee of any public, private, or sectarian school or college located in the county, inclusive of the municipal separate school district, or who is a teacher in or a trustee of said school district shall be eligible for appointment to a municipal separate school district board of trustees. 37-7-203

No person who is a resident of the territory embraced within a municipal separate school district or a special municipal separate school district shall be eligible to be a member of the county board of education. Qualified electors residing within a municipal separate school district or special municipal separate school district shall not be eligible to vote or participate in the election of members of the county board of education. These provisions ~~of this section~~ shall be applicable in the case of a special municipal separate school district and a line consolidated school district of which another county is the home county which together occupy all of the territory of a supervisors district of the county. 37-5-3

School board members should consult Title 37, Chapters 5 and 7 of the Mississippi Code for all qualifications and procedures.

BASIC AND CONTINUING EDUCATION REQUIREMENTS

1. Every school board member selected after July 1, 2002, shall have a high school diploma or its equivalent.

2. Every school board member selected after July 1, 1993, shall be required to complete a basic course of training and education for local school board members, in order for board members to carry out their duties more effectively and be exposed to new ideas involving school restructuring. Such basic course of training shall be conducted by the Mississippi School Boards Association. Upon completion of the basic course of training, the Mississippi School Boards Association shall file a certificate of completion for the school board member with the office of the local school board. In the event that a board member fails to complete such training within six (6) months of his selection, such board member shall no longer be qualified to serve and shall be removed from office.

3. In addition to meeting the requirements of number 2 above~~subsection (2) of this section~~, after taking office, each school board member shall be required to file annually in the office of the school board a certificate of completion of a course of continuing education conducted by the Mississippi School Boards Association. In addition, those board members required to attend the additional training as provided in Section 37-3-4(5)(c) shall be required to comply with the same annual certification for such additional training.

4. Every school board member selected after July 1, 2002, shall spend at least one (1) full day in a school in the district they represent, without compensation.

5. Upon the failure of any local school board member to file with the school board the certificate of completion of the basic or continuing course of training as provided by numbers 2 and 3 above~~in subsection (2) or (3) of this section~~, or the additional training as required in Section 37-3-4(5)(c), the school board member shall be removed from office by the Attorney General. In the event of a medical or other catastrophic hardship that prevents such school board member from obtaining the required training or filing such certificate, as may be defined by the Board of Directors of the Mississippi School Boards Association by rule and regulation, an additional period of three (3) months may be allowed to satisfy the requirements of numbers 2 and 3 above~~subsection (2) or (3)~~. 37-7-306

MS Code	Description
37-3-4	School Executive Management Institute; basic and continuing education courses for school board members.
37-5-3	Residency requirements of members of board; qualifications of electors.
37-7-201	Qualifications for office of trustee
37-7-203	Composition of boards of trustees of municipal separate school districts and certain mayor-council forms of government; qualifications, selection, and terms of office of members of boards.
37-7-306	Training and education requirements.

Cross References	Description
ABB	Board Powers and Duties
ABCD	Method of Election
BBBC	Board Member Development (Training) Opportunity

Policy ABCC: Board Member Term of Office

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

BOARD MEMBER TERM OF OFFICE

COUNTY

All members of the board shall be elected for a term of six years at the regular general election held on the first Tuesday after the first Monday in November next preceding the expiration of the term of office of the respective member or members of such board. All members of the county board of education as herein constituted, shall take office on the first Monday of January following the date of their election. ' 37-5-7 (1988)

MS Code	Description
37-5-7	Time of election and terms of office of members of board.
37-7-203	Composition of boards of trustees of municipal separate school districts and certain mayor-council forms of government; qualifications, selection, and terms of office of members of boards.
37-7-207	Selection and term of trustees of consolidated districts.
37-7-707	Composition of board of trustees; qualifications, election and terms of office of trustees.

Cross References	Description
ABCDA	Board Member Unexpired Term Fulfillment

Policy ABCD: Method of Election

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

METHOD OF ELECTION

All elections of trustees who are elected under the provisions of subsection (1) of section 37-7-203 shall be held and conducted in the manner and at the time provided for in sections 37-7-211 to 37-7-219. ' 37-7-209

For District see ' 37-5-7, '37-5-9, and ' 37-5-18.

Last Review Date: **October 27, 2025**
Review History: [04/18/2016] [05/02/2016][08/15/2016][09/06/2016][08/21/17][09/05/17][08/06/18][08/20/18][08/05/19][08/19/19][10/19/20][11/04/20][11/01/21][11/29/21][01/23/23][02/06/23][01/22/24][02/05/24][10/27/25]

MS Code	Description
37-5-18	37-5-18
37-5-7	Time of election and terms of office of members of board.
37-5-9	37-5-9
37-7-203	Composition of boards of trustees of municipal separate school districts and certain mayor-council forms of government; qualifications, selection, and terms of office of members of boards.
37-7-209	37-7-209
37-7-211 to 37-7-219	37-7-211 to 37-7-219

Cross References	Description
AB	School Board Legal Status
ABCB	Board Members Qualifications
ABCDA	Board Member Unexpired Term Fulfillment
ABCE	Oath of Office

Policy ABCDA: Board Member Unexpired Term Fulfillment

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

BOARD MEMBER UNEXPIRED TERM FULFILLMENT

COUNTY

Vacancies in the membership of the county board of education shall be filled by appointment, within sixty (60) days after the vacancy occurs, by the remaining members of the county board of education. Said appointee shall be selected from the qualified electors of the district in which the vacancy occurs, and shall serve until the first Monday of January next succeeding the next general election, at which general election a member shall be elected to fill the remainder of the unexpired term in the same manner and with the same qualifications applicable to the election of a member for the full term. In the event the school district is under conservatorship and no members of the county board of education remain in office, the Governor shall call a special election to fill the vacancies and said election will be conducted by the county election commission.

In the event the vacancy occurs more than five (5) months prior to the next general election and the remaining members of the county board of education are unable to agree upon an individual to be appointed, any two (2) of the remaining members may certify such disagreement to the county election commission. Upon the receipt of such a certificate by the county election commission, or any member thereof, the commission shall hold a special election to fill the vacancy, which said election, notice thereof and ballot shall be controlled by the laws concerning special elections to fill vacancies in county or county district offices. The person elected at such a special election shall serve for the remainder of the unexpired term.

MS Code	Description
37-5-19	Filling of vacancies on board.
37-7-203	Composition of boards of trustees of municipal separate school districts and certain mayor-council forms of government; qualifications, selection, and terms of office of members of boards.
37-7-204	37-7-204
37-7-207	Selection and term of trustees of consolidated districts.

Cross References	Description
ABCC	Board Member Term of Office
ABCD	Method of Election

Policy ABCE: Oath of Office

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

OATH OF OFFICE

Section 268 of the Mississippi Constitution states that all officers elected or appointed to any office in this state, except judges and members of the legislature, shall, before entering upon the discharge of the duties thereof, take and subscribe the following oath:

"I _____, do solemnly swear (or affirm) that I will faithfully support the Constitution of the United States and the Constitution of the State of Mississippi, and obey the laws thereof; that I am not disqualified from holding the office of _____; that I will faithfully discharge the duties of the office upon which I am about to enter. So help me God."

FILING OF OATH OF OFFICE

The oath of office of all state officers, and of all officers elected or appointed for any district composed of more than one county, shall be filed in the office of the secretary of state; but the oath of office of the circuit judges, chancellors, and district attorneys may be filed in the office of the clerk of the court where such officer shall first attend to discharge the duties of his office. The oath of office of all officers whose duties are confined within the limits of the county in which they are elected shall be filed in the office of the clerk of the chancery court of the county. ' 25-1-11

BEFORE WHOM OATHS MAY BE TAKEN

A judge of any court of record, clerk of such court, court reporter of such court, master, member of the board of supervisors, justice court judge, notary public, mayor, or police justice of a city, town or village, clerk of a municipality, and any officer of any other state, or of the United States, authorized by the law thereof to administer oaths, the judge of any court of record, or the mayor or chief magistrate of any city, borough or corporation of a foreign country; may administer oaths and take and certify affidavits whenever the same may be necessary or proper in a proceeding in any court or under any law of this state, or for the purpose of taking depositions of any party of interest, or witnesses of any suit pending before any such court, or for the perpetuation of testimony, as provided in Section 13-1-57, MS Code of 1972. ' 11-1-1

MS Code	Description
11-1-1	11-1-1
25-1-11	Oath of office filed.

Cross References	Description
ABCD	Method of Election

Policy ABCF: Board Member Removal From Office

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

BOARD MEMBER REMOVAL FROM OFFICE

A trustee as an officer of the state is subject to removal if judged mentally ill, fails to discharge the duties of his/her office, fails to qualify as provided by law, ceases to be a resident of the district in which the duties of the office are discharged, is convicted of a felony or any offense involving moral turpitude.

Any officer of the Board may be removed for cause by majority of the members under such procedures as the Board may direct for the specific occasions.

Last Review Date: **October 27, 2025**
Review History: [04/18/2016] [05/02/2016][08/15/2016][09/06/2016][08/21/17][09/05/17][08/06/18][08/20/18][08/05/19][08/19/19][10/19/20][11/04/20][01/23/23][02/06/23][01/22/24][02/05/24][10/27/25]

MS Code	Description
37-7-201	Qualifications for office of trustee

Policy AC: School District Organization Plan

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 08/05/2024 | **Last Reviewed Date:** 10/27/2025

SCHOOL DISTRICT ORGANIZATION PLAN

This school board shall organize a school so as to avoid unnecessary duplication and shall determine what grades shall be taught at each school and shall have the power to specify attendance areas and to designate the school each pupil shall attend. ' 37-7-311 (1987)

NOTE: District should include current practice as part of this plan.

This school district shall maintain a uniform system of free public schools consisting of grades one through twelve, which may be divided between grammar schools, junior high schools and high schools or any combination thereof, on such basis and in such grades as the board of trustees of the school district involved, in its discretion, shall deem necessary and desirable. ' 37-13-1 (1954)

This school district shall implement the Mississippi Early Childhood Education Program under the provisions of the MS Code 37-21-6.

MS Code	Description
37-13-1	Uniform system of free public schools
37-151-200	Title
37-21-6	Mississippi Early Childhood Education Program
37-7-311	Organization of school.

Cross References	Description
ABB	Board Powers and Duties
CEB	Duties of Superintendent

Policy ACC: Trademark Policy

Status: ADOPTED

Original Adopted Date: 11/04/2020 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

Trademark Policy

It is the intent of the Harrison County School Board that all students and staff adhere to the provisions of state and federal trademark law. The Board realizes that severe penalties are provided for the unauthorized use of registered trademarks unless an exception falls within the bounds of fair use.

Therefore, any person who shall:

1. Use, without the consent of the registrant, any reproduction, counterfeit, copy, or colorable imitation of a mark registered under this chapter, in connection with the sale, distribution, offering for sale, or advertising of any goods or services on or in connection with which such use is likely to cause confusion or mistake or to deceive as to the source of origin of such goods or services; or

2. Reproduce, counterfeit, copy or colorably imitate any such mark and apply such reproduction, counterfeit, copy or colorable imitation to labels, signs, prints, packages, wrappers, receptacles, or advertisements intended to be used upon or in connection with the sale or other distribution in this state of such goods or services; shall be liable in a civil action by the registrant for any and all of the remedies provided under Mississippi Law. ‘§ 75-25-23.

Likewise, the Harrison County School Board is authorized to register and protect the District’s trademarks relating to the school district operations and activities and prevent the unauthorized use of its name and logo. Any unauthorized use of the District’s intellectual property, including but not limited to, the District’s logo, name, and/or mascot is prohibited. Any individual schools, departments, or persons who wish to use these symbols may do so only after receiving express permission from the superintendent or his/her designee.

Funds from District Trademarks

Under Mississippi Law, school boards are authorized to receive funds in exchange for permitting the use of its name and logo, but such funds become public funds and must be accounted for in the same manner as other public funds.

Any agreement between the District and a third party authorizing the use of the District’s name or logo must meet all statutory requirements applicable to public schools or governmental entities for such agreements.

Employee Liability

All employees will be advised of this policy.

Employees who willfully disregard the law and/or the provisions of this policy do so at their own risk and assume all liability responsibility. The legal and/or insurance protection of the district will NOT be extended to anyone in violation.

The Board authorizes the superintendent to establish administrative procedures consistent with this policy.

MS Code	Description
75-25-23	Liability for infringement; limitations.

MS Attorney General	Description
MS Attorney General	Opinion No. 2013-00169

Cross References	Description
ABB	Board Powers and Duties
IJC	Using Copyrighted Material

Policy ADA: School Census

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

SCHOOL CENSUS

A continuing census shall be kept of all children below the age of nineteen within this school district. Such records shall be kept as a part of the permanent office records of the superintendent of the district. ' 37-15-7 (1954)

MS Code	Description
37-15-7	Maintenance of continuing census.

Cross References	Description
CEB	Duties of Superintendent

Policy AE: School Year (Academic Year)

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 08/05/2024 | **Last Reviewed Date:** 10/27/2025

SCHOOL YEAR (ACADEMIC YEAR)

Except as otherwise provided, all public schools in the state shall be kept in session for at least one hundred eighty (180) days in each scholastic year. ' 37-13-63

DISASTER EMERGENCY

If this school board determines that it is not economically feasible or practicable to operate any school within the district for the full one hundred eighty (180) days required for a scholastic year as contemplated due to an enemy attack, a man-made, technological or natural disaster, or extreme weather emergency in which the Governor has declared a disaster or state of emergency or the U.S. President has declared an emergency or major disaster to exist in this state, the school board may notify the State Department of Education of the disaster or weather emergency and submit a plan for altering the school term.

If the State Board of Education finds the disaster or extreme weather emergency to be the cause of the school not operating for the contemplated school term and that such school was in a school district covered by the Governor's or President's disaster or state of emergency declaration, it may permit that school board to operate the schools in its district for less than one hundred eighty (180) days; however, in no instance of a declared disaster or state of emergency under the provisions of this subsection shall a school board receive payment from the State Department of Education for per pupil expenditure for pupils in net enrollment in excess of ten (10) days. 37-13-63

The Mississippi Public School Accountability Process Standard for this policy is standard 13.

MS Code	Description
37-13-63	Minimum length of school term.
37-13-64	Exemption from minimum school term length requirement for certain schools under certain circumstances
37-151-200	Title

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
AEAB	Holidays
AFC	Authority for Emergency Closings
CEB	Duties of Superintendent
DCB	Fiscal Year / Scholastic Year
IAC	Virtual Learning Days
IAC-E(1)	Virtual Learning Days

Policy AEA: School Calendar

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

SCHOOL CALENDAR

The Board of Trustees of the Harrison County School District shall review and approve a school calendar annually.

The minimum school term shall be at least one hundred and eight (180) days of school in which both teachers and pupils are in regular attendance for scheduled classroom instruction for not less than sixty-six percent (66%) of the student's school day, as defined by the State Board of Education. Please see student handbook for the instructional day of each school.

The Mississippi Public School Accountability Standard for this policy is standard 13.

MS Code	Description
37-13-67	Length of scholastic month; length of school day.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
AEAB	Holidays
CEB	Duties of Superintendent

Policy AEAB: Holidays

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 08/05/2024 | **Last Reviewed Date:** 10/27/2025

HOLIDAYS

All public schools of this state may observe such legal holidays as may be designated by the local school board, and no sessions of school shall be held on holidays so designated and observed. However, all schools shall operate for the full minimum term required by the law exclusive of the holidays authorized by this section. The holidays thus observed shall not be deducted from the reports of the superintendents, principals and teachers, and such superintendents, principals and teachers shall be allowed pay for full time as though they had taught on those holidays. However, such holidays shall not be counted or included in any way in determining the net enrollment of the school. 37-13-69

MS Code	Description
37-13-69	Observance of legal holidays.
37-151-200	Title

Cross References	Description
AE	School Year (Academic Year)
AEA	School Calendar
CEB	Duties of Superintendent

Policy AEBA: Extended School Year / Summer School

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

EXTENDED SCHOOL YEAR / SUMMER SCHOOL

This school board shall maintain and operate all of the schools under their control for such length of time during the year as may be required. ' 37-7-301(m) (1994).

The Mississippi Public School Accountability Standard for this policy is standard 13.

MS Code	Description
37-7-301	General powers and duties.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
CEB	Duties of Superintendent

Policy AF: School Day

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

It shall be the policy of this school district to provide sufficient instructional time to give students the opportunity to master specific learning objectives at all instructional levels.

1. The number of hours of actual teaching which shall constitute a school day shall be determined and fixed by the school board of this school district at not less than five and one-half (5-1/2) hours. ' 37-13-67

2. School Day: That portion of the calendar day that includes the teaching day, intermissions, and any additional time included in the employee contract. School day defines the normal working day for employees. Glossary, *Mississippi Public School Accountability Standards*

3. Teaching Day: A day in which a minimum of 330 minutes of instruction and/or evaluation and/or district approved group testing is provided. Glossary, *Mississippi Public School Accountability Standards*

The Mississippi Public School Accountability Standard for this policy is standard 13.

MS Code	Description
37-13-67	Length of scholastic month; length of school day.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
ABB	Board Powers and Duties
CEB	Duties of Superintendent
IAC	Virtual Learning Days
IAC-E(1)	Virtual Learning Days

Policy AFA: Flag Display

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

FLAG DISPLAY

This school board believes that respect for the flag is an integral part of good citizenship. The school board shall provide for flags and flag staffs. The superintendent shall ensure that students receive proper instruction in flag etiquette and in patriotic exercises.

UNITED STATES FLAG AND STATE FLAG

The flag of the State of Mississippi and the flag of the United States shall be displayed in close proximity to the school building at all times during the hours of daylight when the school is in session when the weather will permit without damage to the flag.

It shall be the duty of the board of trustees of the school district to provide for the flags and their display. Whenever the flag of the United States is to be flown at half-staff by order or instructions of the President or pursuant to federal law, all public schools shall lower the United States flag in accordance with the executive order or instructions or federal law. The school shall announce the reason that the flag is being flown at half-staff to all students in assembly or by teachers in the various classrooms or by prominently displaying written notice throughout the school stating the reason that the flag has been lowered.

In all public schools there shall be given a course of study concerning the flag of the United States and the flag of the State of Mississippi. The course of study shall include the history of each flag and what they represent and the proper respect therefore. There also shall be taught in the public schools the duties and obligations of citizenship, patriotism, Americanism and respect for and obedience to law. ' 37-13-5 (2002)

FLAG ETIQUETTE

The flag of the United States shall be displayed in close proximity to the school building, on a proper staff, at all times during the hours of daylight when the school is in session when the weather will permit without damage to the flag. In addition, the flag of the United States shall be displayed in each classroom and in each principal room of the school building at all times while school is in session. It shall be the duty of the school boards of each school district to provide for the flags, proper flag staffs and their proper display. Each school district shall provide student instruction in the proper etiquette toward, correct display of, and respect for the flag, and in patriotic exercises. The instruction shall be a part of the district's fifth grade social studies curriculum or history curriculum, with the assistance of the State Department of Education.

OATH OF ALLEGIANCE

From and after July 1, 2002, the school boards of all public schools of this state shall require the teachers under their control to have all pupils repeat the oath of allegiance to the flag of the United States of America at the beginning of the first hour of class each day school is in session, such oath of allegiance being as follows: "I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

Any student or teacher who objects to reciting the oath of allegiance shall be excused from participating without penalty. ' 37-13-6 (2002)

MS Code	Description
37-13-5	Display of Mississippi and United States flags; course of study.

MS Code	Description
37-13-6	Display of United States flag near public school buildings and in classrooms; student instruction in proper flag etiquette; daily recitation of pledge of allegiance at beginning of school day.

Cross References	Description
ABB	Board Powers and Duties

Policy AFC: Authority for Emergency Closings

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

This school board recognizes and accepts its duty and authority to maintain and operate all the schools under its control for such length of time during the year as may be required. 37-7-301. (m)

Upon application from the school board, the superintendent of schools may close any school because of an epidemic prevailing in the school district or because of the death, resignation, sickness or dismissal of a teacher or teachers or because of any other emergency necessitating the closing of the school. The superintendent is hereby authorized to declare an emergency and to close schools and district offices or dismiss them early in the event of natural disaster, inclement weather or other emergencies which threaten the safety, health, or welfare, of students or staff members.

The superintendent will take such action only after consultation with transportation, emergency management, and weather authorities or other agencies as necessitated by the circumstances. The superintendent shall notify the school board of the decision to close the schools. However, all such schools so closed shall operate for the required full time after being reopened during the scholastic year, unless the school board of the local school district submits a plan to alter the school term that is approved by the State Board of Education under the authority of Section 37-13-63 (2). 37-13-65

DISASTER EMERGENCY

If this school board determines that it is not economically feasible or practicable to operate any school within the district for the full one hundred eighty (180) days required for a scholastic year as contemplated due to an enemy attack, a manmade, technological or natural disaster, or extreme weather emergency in which the Governor has declared a disaster or state of emergency or the U.S. President has declared an emergency or major disaster to exist in this state, the school board may notify the State Department of Education of the disaster or weather emergency and submit a plan for altering the school term.

If the State Board of Education finds the disaster or extreme weather emergency to be the cause of the school not operating for the contemplated school term and that such school was in a school district covered by the Governor's or President's disaster or state of emergency declaration, it may permit that school board to operate the schools in its district for less than one hundred eighty (180) days; however, in no instance of a declared disaster or state of emergency under the provisions of this subsection shall a school board receive payment from the State Department of Education for per pupil expenditure for pupils in net enrollment in excess of ten (10) days.

Districts shall provide sufficient notice (before the close of the prior school day) to staff and students for any weather-related or other unforeseen virtual days. When instances occur that make virtual learning impractical, the district shall either make up any missed days or use the days as weather days as allowed under Mississippi law.

LEAVE DUE TO DECLARED EMERGENCY CLOSURES

The school board may, in its discretion, provide additional administrative leave with pay for all employees (professional, certified, and classified) in the event of declared emergency closures.

MS Code	Description
37-13-63	Minimum length of school term.
37-13-64	Exemption from minimum school term length requirement for certain schools under certain circumstances
37-13-65	Closing of schools for holidays and emergencies.
37-151-200	Title
37-65-101	Conditions under which board of trustees may close public schools.
37-7-301	General powers and duties.

Cross References	Description
AE	School Year (Academic Year)
CEB	Duties of Superintendent
IAC	Virtual Learning Days
IAC-E(1)	Virtual Learning Days

October 12, 2026

To: Mr. William Bentz
Superintendent of Education

From: Natasha R. Williams, Ph.D.
Director of Research & Development

Re: Annual Review of Policy Section E: Business Management

Attached you will find Policy Section E: Business Management. The Harrison County School Board subscribes to the Mississippi School Board Association Policy Service, and it is up to each district that subscribes to this service to adopt, review, revise and implement policy to ensure compliance with current practices.

Please advise if you have any questions or concerns regarding the attached policies. Thanks in advance for your consideration.

11072 Highway 49
Gulfport, MS 39503
Telephone: (228)539-6500 Facsimile: (228)539-6507
William Bentz, Superintendent of Education

Board Policy Manual - Table of Contents

E. Business Management (61)

Code	Title	Type	Original Adopted Date	Last Revised Date	Last Reviewed Date
EB	Building and Grounds Management	P	09/17/2013	09/17/2013	10/27/2025
EBA	Public Conduct Policy	P	09/17/2013	09/17/2013	10/27/2025
EBAB	Smoke Free Buildings	P	09/17/2013	08/22/2025	10/27/2025
EBABC	Procedure for Transfer of Confiscated Drugs	P	09/17/2013	10/27/2025	10/27/2025
EBB	Safety Program	P	09/17/2013	10/27/2025	10/27/2025
EBBA	School Safety Plan	P	09/17/2013	10/27/2025	10/27/2025
EBBAA	Staff Identification Badges	P	09/17/2013	06/29/2026	06/29/2026
EBBAB	Sex Offender	P	09/17/2013	09/17/2013	10/27/2025
EBBABA	Prohibition of Sexual Abuse	P	03/14/2016	06/19/2017	10/27/2025
EBBABB	Prohibition Against Aiding and Abetting Sex Offenders in Obtaining Employment	P	02/06/2017	10/27/2025	10/27/2025
EBBAD	School Occupational Safety and Crisis Response Plan	P	09/17/2013	10/27/2025	10/27/2025
EBBAG	Cardiac Emergency Response Plan	P	08/05/2024	08/05/2024	10/27/2025
EBBB	Homeland Security	P	09/17/2013	09/17/2013	10/27/2025
EBBC	Emergency Drills	P	09/17/2013	06/24/2019	10/27/2025

Code	Title	Type	Original Adopted Date	Last Revised Date	Last Reviewed Date
EBBC-R	Emergency Management - Disaster Plans	P	10/07/2019	10/07/2019	10/27/2025
EBBD	Emergency Closings	P	09/17/2013	08/05/2024	10/27/2025
EBC	Security	P	09/17/2013	06/06/2016	10/27/2025
EBCA	Vandalism Protection	P	09/17/2013	03/11/2019	10/27/2025
EBD	16th Section Lands	P	09/17/2013	10/27/2025	10/27/2025
EBGA	Public School Grounds Maintenance/School Bus Turnaround	P	09/17/2013	09/17/2013	10/27/2025
EBH	School Facility Rental	P	09/17/2013	10/27/2025	10/27/2025
EBH-E(1)	School Facility Rental	E	09/17/2013	06/02/2025	06/02/2025
EBHA	Use of School Property	P	09/17/2013	10/27/2025	10/27/2025
EBHAAA	Authorized Use of School Equipment and Property Operation	P	09/17/2013	10/27/2025	10/27/2025
EBI	Long Range Maintenance of Buildings or Grounds	P	09/17/2013	09/17/2013	10/27/2025
EBJ	School Property Development Act of 2005	P	09/17/2013	09/17/2013	10/27/2025
ECBA	Vandalism	P	09/17/2013	09/17/2013	10/27/2025
ECIA	District Staff Use of Electronic Devices While Driving on District Business	P	03/14/2016	10/27/2025	10/27/2025
ED	Bus Drivers	P	09/17/2013	09/17/2013	10/27/2025
EDA	Student Transportation	P	09/17/2013	07/22/2024	10/27/2025
EDAA	Student Transportation Management School-Owned Buses	P	09/17/2013	07/11/2022	10/27/2025

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Code	Title	Type	Original Adopted Date	Last Revised Date	Last Reviewed Date
EDAAA	School District Identification on School Buses	P	03/07/2016	10/27/2025	10/27/2025
EDAB	Insulin Dependent Bus Drivers	P	09/17/2013	09/17/2013	10/27/2025
EDAC	Contracted Bus Service	P	10/27/2025	10/27/2025	10/27/2025
EDAE	Use of Private Vehicles for School Purposes	P	09/17/2013	03/07/2022	10/27/2025
EDAF	School Bus Turnaround	P	09/17/2013	09/17/2013	10/27/2025
EDAH	Bus Idling/Idle Reduction for Buses	P	11/14/2022	11/14/2022	10/27/2025
EDC	Bus Safety Program	P	09/17/2013	11/04/2020	10/27/2025
EDD	Student Transportation Management Scheduling and Routing	P	09/17/2013	02/06/2017	10/27/2025
EDDA	Special Use of School Buses	P	09/17/2013	03/11/2019	10/27/2025
EDDAA	Transporting Students to Events in Vehicles Other than Buses	P	03/07/2016	03/07/2016	10/27/2025
EDDAC	Video Surveillance	P	09/17/2013	10/27/2025	10/27/2025
EDDAC-E(1)	Video Surveillance	E	09/17/2013	08/04/2025	08/04/2025
EDDB	Walkers and Riders	P	09/17/2013	09/17/2013	10/27/2025
EDF	Transportation Records	P	09/17/2013	09/17/2013	10/27/2025
EE	Food Services Management	P	09/17/2013	10/27/2025	10/27/2025
EEAA	Alternate Meals Policy	P	12/17/2018	10/27/2025	10/27/2025
EEAA	[DRAFT] Alternate Meals Policy	P	12/17/2018	10/27/2025	10/27/2025

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Code	Title	Type	Original Adopted Date	Last Revised Date	Last Reviewed Date
EFA	Data Breach Prevention (Cyber Security)	P	03/14/2016	10/27/2025	10/27/2025
EFB	Application (App) Usage Policy	P	03/15/2021	03/15/2021	10/27/2025
EFB-E(1)	Application (App) Usage Policy	E	03/15/2021	10/27/2025	10/27/2025
EFC	Use of Artificial Intelligence	P	07/14/2025	06/29/2026	06/29/2026
EG	Insurance Management	P	09/17/2013	08/05/2024	10/27/2025
EGA	State Employees Life and Health Insurance Plan	P	03/11/2019	10/27/2025	10/27/2025
EGB	Student Insurance Program	P	09/17/2013	03/11/2019	10/27/2025
EI	Computer Software Usage	P	09/17/2013	09/17/2013	10/27/2025
EIA	Data/Software/Programs Ownership	P	09/17/2013	10/27/2025	10/27/2025
EL	Delivery of Gifts to Students/Staff	P	09/17/2013	10/27/2025	10/27/2025
EM	Hazardous Materials	P	12/17/2018	10/27/2025	10/27/2025
EP	Drones (Unmanned Aircraft Systems)	P	03/14/2016	03/15/2021	10/27/2025
EP-E(1)	Drones (Unmanned Aircraft Systems)	E	01/08/2018	10/27/2025	10/27/2025

Harrison County School District

Board Policy Manual

Board Policy Manual

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Policy EB: Building and Grounds Management

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

BUILDINGS AND GROUNDS MANAGEMENT

This school board has the power, authority and duty to be the custodians of real and personal school property and to manage, control and care for same, both during the school term and during vacation. ' 37-7-301(c) (1993)

The school board of this district recognizes that the school plant serves as a vehicle in the implementation of the total educational program, providing the necessary facilities for delivering planned instructional programs and services within a safe, comfortable, physical environment.

This school board expects each school to be clean, safe and in good repair. Rooms and specialized areas shall be available and equipped to provide for scheduled instructional activities. Furniture and storage areas which support the educational program shall be provided.

When adequate space, furnishings, personnel, equipment, etc., are not available for implementation of the approved instructional and/or ancillary programs of the district, it shall be the responsibility of the superintendent and his/her staff to report said deficiencies to the board and to work cooperatively with the board in remedying said deficiencies.

MS Code	Description
37-7-301	General powers and duties.

Cross References	Description
EBAB	Smoke Free Buildings
EBC	Security
EBGA	Public School Grounds Maintenance/School Bus Turnaround
EBI	Long Range Maintenance of Buildings or Grounds

Policy EBA: Public Conduct Policy

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

PUBLIC CONDUCT POLICY

This school board, pursuant to Section 37-7-30l (c), is the custodian of all real property of the school district and has the authority, power and duty to manage, control and care for same, both during the school term and during vacations and also has the authority, power and duty to prescribe and enforce rules and regulations for the use of school buildings and grounds for the holding of public meetings and gatherings of people.

Parents, guardians, custodians and other individuals while attending any school sponsored activity, visiting any school or school grounds shall conform to the rules and regulations of the school district or be removed from the premises. School district officials are hereby authorized to bring any and all charges deemed appropriate against such individuals for the following misconduct:

1. Willful disobedience and\or disrespect to a teacher, principal, superintendent, member or employee of the local school board.
2. Using unchaste or profane language
3. Immoral or vicious practices
4. Conduct or habits injurious to his\her associates
5. Possessing, using, transmitting, or being under the influence of any narcotic drugs, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage or intoxicant of any kind
6. Disturbing the school and habitually violating the rules
7. Cutting, defacing, or injuring any part of the public school buildings or public school bus
8. Writing profane or obscene language or drawing obscene pictures in or on any school material or on any public school premises, or any fence, pole, sidewalk, or building
9. Carrying firearms, knives, or other implements which can be used as weapons except by duly authorized law enforcement officials
10. Throwing missiles on the school grounds
11. Instigating or participating in fights
12. Committing any other offense which tends to interfere with the educational process.

MS Code	Description
37-7-301	General powers and duties.

Cross References	Description
BCBI	Public Participation at Board Meetings
BCBI-E(1)	Public Participation at Board Meetings

Cross References	Description
GAEA	Staff Protection
KM	Visitors to the Schools

Policy EBAB: Smoke Free Buildings

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 08/22/2025 | **Last Reviewed Date:** 10/27/2025

SMOKE FREE BUILDINGS

Consistent with the provisions of Public Law 103-227, 20 USC 6083, the Harrison County School District Board of Education (Board of Trustees) bans the use of all tobacco products in all school buildings in the district and on all school vehicles by all persons at all times.

This ban extends to all employees, students, and patrons attending school-sponsored athletic events and meetings. The ban extends to school-owned or operated vehicles and facilities. The board issues this ban in a sincere appeal to all employees, students and patrons to cooperate in helping to create within our facilities a truly healthy environment for all concerned.

Section 1043 (a) and (c-1) and (f-1) of 20 USC 6083 states:

PROHIBITION

After the enactment of this Act, no person shall permit smoking within any indoor facility owned or leased or contracted for and utilized by such person for provision of routine or regular kindergarten, elementary, or secondary education or library services to children.

FEDERAL AGENCIES

Kindergarten, Elementary or Secondary Education or Library Service -- After the date of the enactment of this Act, no Federal agency shall permit smoking within any indoor facility in the United States operated by such agency, directly or by contract, to provide routine or regular kindergarten, elementary, or secondary education or library services to children.

CIVIL PENALTIES

Any failure to comply with a prohibition in this section shall be in violation of this section and any person subject to such prohibition who commits such violation may be liable to the United States for a civil penalty in an amount not to exceed $1,000 for each violation, or may be subject to an administrative compliance order, or both. Each day a violation continues shall constitute a separate violation. In the case of any civil penalty under this section, the total amount shall not exceed the amount of Federal funds received by such person for the fiscal year in which the continuing violations occurred.

For the purpose of the prohibition in subsection (c), the term "person" shall mean the head of the applicable Federal agency or the contractor of such agency providing the services to children.

US Code	Description
20 U.S.C. 6083	20 U.S.C. 6083

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EB	Building and Grounds Management
GBRMB	Vaping Policy

Policy EBABC: Procedure for Transfer of Confiscated Drugs

Status: ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

When drugs or suspected drugs and/or related paraphernalia are found on any person on school property, the principal will immediately notify the police. All confiscated materials will be secured in a sealed envelope marked for identification purposes and immediately surrendered to the responding officer. A written record of the date and manner of transfer must be retained in the principal's office with a copy of the written record sent to the Superintendent of Education.

Last Review Date: **October 27, 2025**

Review History:[05/16/16] [06/06/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/04/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EBB: Safety Program

Status: ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

SAFETY PROGRAM

Please Note: For information related to student conduct and disciplinary action, please refer to MS Code 37-11-55 and sample policy JCB, Code of Conduct.

STUDENT SAFETY

This school board is aware of its duty to provide due care to its students and not expose them to any serious hazards to safety exceeding those which normally attend school operations. Therefore, the school board provides the following specific guidelines to be followed by its employees and directs the superintendent of schools to insure that all reasonable steps are taken to protect its students. The specific guidelines include but are not limited to the following:

SCHOOL BUILDINGS & GROUNDS

The superintendent or designee will establish procedures that promote protection and safety of students, employees, visitors, and others present on school property or at school-related events.

The practice of safety shall be taught in educational programs in traffic and pedestrian safety, driver education, fire prevention, emergency procedures, and disaster preparedness and shall be appropriately geared to students in different grade levels. Areas of emphasis shall include, but not be limited to, in-service training, accident record keeping, physical plant inspection, driver and vehicle safety programs, fire prevention, and emergency procedures in traffic safety problems relevant to students, employees, and the community.

The school principal shall have a current disaster plan and conduct regular safety drills.

Each school in the district presently has a weather radio. 37-11-6

Fully charged and recently inspected fire extinguishers of the appropriate type shall be accessible every 75 feet and also located in the cafeteria, hallways, heater/boiler room, science labs and shops.

The school principal shall develop contingency plans for the operation of his school. These policies and procedures for dealing with routine and emergency situations, ill or injured students or staff shall be posted in a well known, readily accessible location in the school.

The school principal shall develop a weekly schedule of inspection to ensure that the building and grounds are safe, clean and orderly and promptly notify appropriate school personnel of any dangerous condition of the board's property.

Any activity taking place in the school building or on the school grounds shall be adequately supervised.

TRANSPORTATION OF STUDENTS

The private vehicles of students shall remain parked and locked while at school and until the end of the student's school day. The private vehicle of a student shall not be used by the student or by another student to run errands, transport students to school sponsored activities, field trips or for any other purpose other than the personal transportation of the student to and from school. The parent reassumes control over the student at the time the student leaves the school premises.

Students who are to be players, participants, or performers in school-sponsored activities shall be transported to all such activities in school district owned or leased vehicles. Such vehicles shall meet the standards set by the National Transportation Safety Board. Students, as members of clubs, teams, groups, etc. who are to be players, participants, or performers are expected and shall travel to and from school-sponsored activities as a group.

All school buses shall meet minimum specifications approved by the State Board of Education and shall be well maintained. Each bus driver shall have a valid bus driver's certificate and a commercial driver's license and shall operate the bus according to all specified safety procedures to ensure optimal safety of passengers. Each school bus shall be systematically inspected for maintenance problems on a quarterly basis.

SCHOOL-SPONSORED CLUBS / EXTRACURRICULAR ACTIVITIES

For any school-sponsored activity for which there is a reasonable risk of injury or death to the student, each participant shall be required to furnish to the sponsor the required form(s) signed by parent/guardian, prior to being allowed to participate. Said form(s) shall include a notice to parent/guardian of risk of injury or death, waiver of liability in the event of injury or death and acceptance by parent/guardian of responsibility for health care due to injury or death. There shall be stand-by medical assistance and an ambulance at any and all varsity football games; home or away.

All practices and rehearsals for any school-sponsored activity shall take place in a school or on the school grounds under the supervision of school personnel. There shall be no practices or rehearsals for school-sponsored activities in private homes or public businesses.

The school district shall furnish and each sponsor/director shall require the use at each practice, performance or event, each and every kind of safety equipment, device, mat, pad, net and like kind of implement generally recognized by the sport or activity as being necessary to provide adequate security and protection to the participants.

There shall be no school-sponsored performance or competition by school students in places where alcoholic beverages are being served.

The school superintendent or designee shall make personnel assignments for those school sponsored activities for which there is a reasonable risk of injury or death only to those district employees specifically trained to properly instruct and supervise such

activities. It shall be the duty of the superintendent or designee to review the credentials of prospective sponsors/directors to determine an individual's fitness for such an assignment. No school principal shall offer or promote any activity not appropriate to the age and maturity of the student.

Student club members/athletes who have competed through school-sponsored activities for state or national honors and who are eligible and elect to attend a final event which takes place after the regular school term shall, should such a trip be approved by the principal, be accompanied by the appropriate competent adult to such an event which shall also be considered a school-sponsored activity. Sponsors/directors of clubs/extra-curricular activities shall not allow student participants or chaperons to smoke or otherwise use tobacco products while involved in such activities.

SUPERVISION OF STUDENTS K-12

The school principal shall provide for adequate supervision of students while in the school building or on the school grounds, before, during and after school. Students shall not be permitted to arrive more than 30 minutes prior to the beginning of the school day and are expected to leave school promptly at the end of the school day unless staying in or participating in a school sponsored and supervised activity.

Classroom teachers, club sponsors and sponsors/directors of extracurricular activities, including sports shall never leave those in their charge unsupervised and unattended whether at school, away from school, during school hours or after school hours. This includes field trips, club trips and sports events.

All supervision of school students shall be conducted by a competent adult regular staff member except where competent adult chaperons have been selected and assigned by the school principal. The school principal shall determine the fitness of a chaperon to supervise. A chaperon shall not be allowed to supervise any school-sponsored activity wherein there lies a reasonable risk of injury or death to the student (some sports, labs, shops, etc.).

The Director of Transportation shall provide for adequate supervision of students using the pupil transportation system in compliance with all laws, rules and regulations of the State Board of Education which governs pupil transportation.

STUDENT MEDICAL CARE

School district employees shall not render medical care to students except for first aid. Parents/guardians shall be notified immediately by school authorities should a student become ill or injured at school or school-sponsored activity so parent/guardian may re-assume control over the student. In the event of serious illness or injury and parent/guardian cannot be contacted, school authorities shall seek immediate professional medical care. Such care shall be at the expense of parent/guardian.

STUDENT MEDICATION

School personnel may not exceed the practice of first aid in dealing with pupil injuries and sickness, and only qualified personnel shall administer first aid to pupils.

Medication shall not be provided or administered by the school or its employees. Parents/guardians may come to the school and administer medication to their child. Students may self-administer medications according to policy JGCDA.

RELEASE OF STUDENTS

No student shall be suspended from school or school-sponsored activity prior to scheduled release time without first notifying parent/guardian. No student shall be released to the custody of an individual other than parent/guardian/ or person designated in the student's records.

No student shall be allowed to withdraw from school or school-sponsored activity prior to scheduled release time. Students shall not be allowed to leave and return to school or to a school-sponsored activity to run personal errands, purchase supplies, parts or food.

No student shall be released at the conclusion of any out-of-town school-sponsored activity to return home via alternate means. No student shall be abandoned by a sponsor/director/chaperon at the completion of a school-sponsored activity to wait for a ride or to walk home.

The Mississippi Public School Accountability Standards for this policy are standards 29, 30, and 31.

MS Code	Description
37-11-55	Code of student conduct.
37-11-6	Purchase and installation in each school of weather radio.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EBBA	School Safety Plan
EBBAB	Sex Offender
GAEA	Staff Protection
GBRHC	Return To Work Policy
GBRHC-E(1)	Return To Work Policy

Cross References	Description
GBRHC-E(2)	Return To Work Policy
JGCD	Student Health Services -- Medicines
JGCD-E(1)	Student Health Services -- Medicines
JGCDA	Self Administration of Asthma and Anaphylaxis Medications
JGF	Student Safety
JGFB	Off-Campus Student Educational Activity
JGFB-E(1)	Off-Campus Student Educational Activity
JGFG	Accidents / First Aid

Policy EBBA: School Safety Plan **Status:** ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

SCHOOL SAFETY PLAN

Please Note: For information related to student conduct and disciplinary action, please refer to Mississippi Code Section 37-11-55.

The superintendent shall be responsible for ensuring that each school in the district maintains a School Safety Plan, which shall be subject to approval by the superintendent and the school board. The Safety Plan is to be reviewed on a regular basis and revised as needed.

SCHOOL SAFETY PLAN

A comprehensive, systematic, broad-based continuous process designed to create and maintain a secure and orderly school climate that is free of drugs, violence, and fear. A safe and orderly school climate promotes the success and development of all children and the staff who serve them. At a minimum, the School Safety Plan should address the following components:

- Crisis Intervention Team,
- School Safety Self-Assessment,
- School Safety Drill Assessment, and
- Mental Health and Suicide Prevention Training

CRISIS INTERVENTION TEAM

An interdisciplinary team of professionals whose goals are to respond to emergencies or crisis situations and to provide an array of services, which may include counseling, medical, legal, security or police, etc. The Crisis Intervention Team may also be utilized in a planning capacity in order to establish coordination and linkages prior to the actual occurrence of an event.

SCHOOL SAFETY SELF-ASSESSMENT

A strategic planning and assessment instrument used to evaluate the extent of the school safety plan. In the broadest of terms, the assessment should include a comprehensive review of the entire educational program of a school and/or school district. It may, however, focus on specific areas such as assessment of the gang problem, weapons in schools, drug or alcohol abuse, schoolyard bullying, facilities evaluation, policies and procedures, compliance with statutes, attitudes and a host of emerging trends in the field of school safety.

SCHOOL SAFETY DRILL ASSESSMENT

A process designed to evaluate the effectiveness of a crisis management plan and the readiness of an individual school and/or school district. This assessment may include a review of policies and procedures, safety drills, linkages with the appropriate agencies, the role of Crisis Intervention Team members in the event of a crisis, professional development activities, and training students how to respond during a crisis.

MENTAL HEALTH AND SUICIDE PREVENTION TRAINING

Beginning in the 2019-2020 school year, the school district shall conduct, every two (2) years, refresher training on mental health and suicide prevention for all school employees and personnel, including all cafeteria workers, custodians,

teachers, and administrators. This training shall be in connection with the Mississippi Department of Mental Health. The district shall report completion of the training to the State Department of Education.

Note: EACH SCHOOL is to have its own school safety plan that includes at a minimum each of the components listed above.

The Mississippi Public School Accountability Standard for this policy is standard 31.

MS Code	Description
37-11-55	Code of student conduct.
37-3-83	School Safety Grant Program; Implementation of "Erin's Law Awareness" policy addressing sexual abuse of children.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EBB	Safety Program
EBBB	Homeland Security
EBBC	Emergency Drills
EBBC-R	Emergency Management - Disaster Plans
EBBD	Emergency Closings
EDC	Bus Safety Program
GAEA	Staff Protection
GBRHC	Return To Work Policy
GBRHC-E(1)	Return To Work Policy
GBRHC-E(2)	Return To Work Policy
JCBE	Unlawful or Violent Acts
JCBH	Gun-Free Schools
JGF	Student Safety

Policy EBBAA: Staff Identification Badges

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Staff Identification Badge Use Policy

Purpose
The purpose of this policy is to ensure workplace security, accurate timekeeping, and individual accountability by establishing clear expectations for the proper use of Harrison County School District Identification (ID) Badges.

Scope
This policy applies to anyone who works within the Harrison County School District. This includes but is not limited to full-time, part-time, temporary, contract/title, coaches, volunteers, paraprofessionals, and substitute personnel, regardless of clock in/out status.

Policy Statement
Each employee is issued a unique ID badge for identification, building access, and timekeeping purposes. Badges are mandatory. ID badges are assigned to individual employees and are to be used **only by the employee to whom the badge is issued.** All badges are the property of the Harrison County School District.

Prohibitions
The following actions are strictly prohibited:

- Allowing another individual to use your ID badge for any purpose. This includes giving, lending, or sharing an ID badge with another person, regardless of intent or circumstance.
- Using another employee's ID badge.
- Clocking in or out on behalf of another employee ("buddy punching").
- Not reporting non-functional, lost, stolen or damaged badges
- Possession of multiple badges

Badge Agreement
Employees who receive their initial badge on their hire date, must read and sign the Badge Agreement. The original copy of the Badge Agreement must be sent to the Risk Management department for proper record retention. Copies can be kept at each Harrison County School District campus/offices at the request of Administrators for record retention.

Non-Functional Badges
Employees must immediately report when their ID Badge does not allow them to clock in or out to their supervisor or designated department. The supervisor or designated department will notify the bookkeeper immediately. The bookkeeper will notify the designated person in Risk Management to reset the badge. If resetting the badge will not work, a replacement will be issued to the employee without penalty. A grace period of 1–2 weeks is needed for the badge to be sent back to the employee through the bookkeeper. The use of fingerprints to clock in and out will be used until the new badge arrives. Once the new badge arrives, the bookkeeper will send back the non-functional badge to the Risk Management Department for proper destruction.

Lost, Stolen, or Damaged Badges
Employees must immediately report any lost or damaged ID badges to their supervisor or designated department. The supervisor or designated department will notify the designated person in Risk Management to replace the badge. A grace period of 1–2 weeks is needed for the badge to be sent back to the employee through the bookkeeper. The use of fingerprints to clock in and out will be used until the new badge arrives. If the badge is damaged, the bookkeeper will send the damaged badge to the Risk Management Department for proper destruction when the replacement for proper destruction when the replacement arrives. Employees are allowed one (1) free replacement badge. Any badge after will be a $5 charge that can be paid by cash or money order. Payment will need to be collected at the district office by a designated person from Risk Management. A receipt will be given upon receiving payment. All lost, stolen, or damaged badges must be reported within 48 hours. Failure to comply may result in restricted access and removal of access options normally available to employees.

Possession of Badges
Employees are only allowed to always have one(1) badge at a time in their possession. This badge must be the currently issued badge. Any other badges in the possession of the employee must be turned in to the bookkeeper. The bookkeeper will send the badge/s to the Risk Management Department for proper destruction. Employees will not be issued more than one(1). It is the responsibility of the employee to keep track and safeguard their badge.

Surrender of Badges
Employees must surrender their badge upon resignation, retirement, or termination of their employment or contract. This includes but is not limited to full-time, part-time, temporary, contract/title, coaches, volunteers, paraprofessionals, and substitute personnel, regardless of clock in/out status. Administrators or the bookkeeper will send the badge to the Risk Management Department for proper destruction.

Violations and Disciplinary Action
Misuse of an ID/badge is considered a serious violation of district policy. Violating may result in disciplinary action, up to and including **termination of employment**, depending on the severity and circumstances of the offense. Employees are responsible for understanding and complying with this policy. Failure to adhere to these requirements does not exempt an employee from disciplinary action.

EMPLOYEE IDENTIFICATION BADGES

All employees are required to wear official school district employee identification badges when entering any school campus in the district. Official identification badges will bear the employee's name, department/school, and picture. Any individual identified on a school campus in this school district not wearing an employee identification badge shall be reported to the school office and to security.

The badge is to be worn during working hours in an easily observed location on the blouse, coat, shirt, or uniform. Stickers or decals are not allowed to be attached to the identification badge.

Badges that are lost or stolen may be replaced for a fee that covers the cost of replacement materials. All employee identification badges are the property of this school district and must be returned to the District Personnel Office upon resignation or termination.

Last Review Date: **June 29, 2026**

Review History: [05/16/16] [06/06/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/04/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25][06/29/26]

Policy EBBAB: Sex Offender **Status:** ADOPTED

Original Adopted Date: 09/17/2013 **| Last Reviewed Date:** 10/27/2025

SEX OFFENDER

This school board is committed to providing a safe and orderly educational environment conducive to teaching and learning. This Board directs the superintendent to develop guidelines and/or administrative procedures, subject to board approval, that comply with MS Code Section 45-33-26, as shown below.

SEX OFFENDERS PROHIBITED FROM SCHOOL BUILDINGS AND PROPERTY

1. Unless exempted under subsection (2), it is unlawful for a person required to register as a sex offender under Section 45-33-25:

    1. To be present in any school building, on real property comprising any school, or in any conveyance owned, leased or contracted by a school to transport students to or from school or a school-related activity when persons under the age of eighteen (18) are present in the building, on the grounds or in the conveyance; or

    2. To loiter within five hundred (500) feet of a school building or real property comprising any school while persons under the age of eighteen (18) are present in the building or on the grounds.

2. 1. A person required to register as a sex offender who is a parent or guardian of a student attending the school and who complies with subsection (3) may be present on school property if the parent or guardian is:

        1. Attending a conference at the school with school personnel to discuss the progress of the sex offender's child academically or socially;

        2. Participating in child review conferences in which evaluation and placement decisions may be made with respect to the sex offender's child regarding special education services;

        3. Attending conferences to discuss other student issues concerning the sex offender's child such as retention and promotion;

        4. Transporting the sex offender's child to and from school

        5. Present at the school because the presence of the sex offender has been requested by the principal for any other reason relating to the welfare of the child.

    2. Subsection (1) of this section shall not apply to a sex offender who is legally enrolled in a particular school or is participating in a school-sponsored educational program located at a particular school when the sex offender is present at that school.

3. 1. In order to exercise the exemption under subsection (2), a parent or guardian who is required to register as a sex offender must notify the principal of the school of the sex offender's presence at the school unless the offender: (i) has permission to be present from the superintendent or the school board, or (ii) the principal has granted ongoing permission for regular visits of a routine nature.

    2. If permission is granted by the superintendent or the school board, the superintendent or school board president must inform the principal of the school where the sex offender will be present. Notification includes the nature of the sex offender's visit and the hours when the sex offender will be present in the school, and the sex offender is responsible for notifying the principal's office upon arrival and upon departure. If the sex offender is to be present in the vicinity of children, the sex offender has the duty to remain under the direct supervision of a school official.

4. For the purposes of this section, the following terms shall have the meanings ascribed unless the context clearly requires otherwise:

    1. "School" means a public or private preschool, elementary school or secondary school.

    2. "Loiter" means standing or sitting idly, whether in or out of a vehicle, or remaining in or around school property without a legitimate reason.

    3. "School official" means the principal, a teacher, any other certified employee of the school, the superintendent of schools, or a member of the school board.

5. A sex offender who violates this section is guilty of a misdemeanor and subject to a fine not to exceed One Thousand Dollars ($1,000.00), incarceration not to exceed six (6) months in jail, or both.

6. It is a defense to prosecution under this section that the sex offender did not know and could not reasonably know that the property or conveyance fell within the proscription of this section.

7. Nothing in this section shall be construed to infringe upon the constitutional right of a sex offender to be present in a school building that is used as a polling place for the purpose of voting.

MS Code	Description
45-33-25	45-33-25
45-33-26	Prohibition against sex offender being present in or within a certain distance of school building or school property or in or about any public beach or public campground where minor children congregate; exemptions; penalties

Cross References	Description
EBB	Safety Program
EBC	Security
JGF	Student Safety

Policy EBBABA: Prohibition of Sexual Abuse

Status: ADOPTED

Original Adopted Date: 03/14/2016 | **Last Revised Date:** 06/19/2017 | **Last Reviewed Date:** 10/27/2025

The Harrison County School District will not tolerate sexual abuse, molestation or sexual misconduct in the school or any district related activity. The district upholds the expectation that all students will be educated in a safe, environment and that all staff will experience the same in their work place. This district will not tolerate any form of physical, emotional, or sexually abusive behavior, including psychological intimidation and harassment toward or by a student, staff member, parent or visiting person.

This policy will be enforced before, during and after school hours on all school property, including the school bus, school functions, and school sponsored events held at other locations.

The school district recognizes that sexual abuse is subject to state and federal laws. Sexual violence is a criminal activity subject to civil penalties under the Mississippi Code of 1972.

The district will take all allegations of abuse seriously and will conduct a thorough investigation of all complaints regarding the alleged abuse and take appropriate action against any person who is found to have violated this policy. This district will cooperate fully with any investigation conducted by law enforcement or other agency. It is our objective to conduct a fair and impartial investigation.

Anti-Retaliation
The district prohibits retaliation made against any person who reports a good faith complaint of sexual abuse, molestation, misconduct or participates in any related investigations. Anyone who violates this rule is subject to disciplinary action as determined by the administration.

False Allegations
Making false accusations of sexual abuse in bad faith can have serious consequences for those who are wrongly accused. Making false and/or malicious sexual abuse allegations as well as deliberately providing false information during an investigation is prohibited.

Policy Violations
Students who violate this policy shall be subject to immediate suspension and expulsions by the principal or designee and to all other penalties provided by law and district policies. Staff members who violate this policy shall be subject to immediate suspension or termination and subject to all other penalties provided by law and district policies.

Parents, volunteers, or other visitors who violate this policy shall be subject to penalties provided by law and district policies.

Reporting Procedure

1. Any student, staff person, parent or visitor who believes she or he has experienced sexual abuse, molestation or misconduct by a student, staff member, parent or visiting person should report the alleged acts immediately to Administrative Personnel.
2. A written report should be given to the Administrative Personnel within five school days. Written complaints are required to help ensure a more complete, accurate and thorough investigation.

3. Any person who witnesses sexual abuse, molestation or misconduct shall inform Administrative Personnel.

4. Alleged incidents will be investigated by the appropriate Administrative Personnel.

5. Upon completion of the investigation, the Appropriate Administrative Personnel will meet with the complainant to discuss the outcome of the investigation. The Administrative Personnel is mandated to report any physical assault needing outside medical attention to the criminal authorities for their determination of legal action.

6. The privacy and data privacy rights of all persons involved will be respected in accordance with appropriate statutes.

The superintendent shall develop regulations/procedures to support this policy.

Cross References	Description
GBR	Sexual Harassment
GBR-E(1)	Sexual Harassment
JB	Students Complaints of Sexual Discrimination / Harassment -- Title IX
JB-E(1)	Students Complaints of Sexual Discrimination / Harassment -- Title IX
JDDA	Bullying

Policy EBBABB: Prohibition Against Aiding and Abetting Sex Offenders in Obtaining Employment

Status: ADOPTED

Original Adopted Date: 02/06/2017 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

Prohibition Against Aiding and Abetting Sex Offenders in Obtaining Employment

The Board of Trustees of the Harrison County School District prohibits any individual who is a school employee, contractor, or agent, from assisting and abetting a school employee, contractor, or agent in obtaining a new job, apart from the routine transmission of administrative and personnel files, if the individual or district knows, or has probable cause to believe, that such school employee, contractor, or agent engaged in sexual misconduct regarding a minor or student in violation of the law.

The requirements above shall not apply if the information giving rise to probable cause:

(1)(a) has been properly reported to a law enforcement agency with jurisdiction over the alleged misconduct; and

(b) has been properly reported to any other authorities as required by Federal, State, or local law, including title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.) and the regulations implementing such title under part 106 of title 34, Code of Federal Regulations, or any succeeding regulations; AND

(2)(a) the matter has been officially closed or the prosecutor or police with jurisdiction over the alleged misconduct has investigated the allegations and notified school officials that there is insufficient information to establish probable cause that the school employee, contractor, or agent engaged in sexual misconduct regarding a minor or student in violation of the law;

(b) the school employee, contractor, or agent has been charged with, and acquitted or otherwise exonerated of the alleged misconduct; or

(c) the case or investigation remains open and there have been no charges filed against, or indictment of, the school employee, contractor, or agent within 4 years of the date on which the information was reported to a law enforcement agency.

This school district shall report incidents of sexual misconduct to the proper law enforcement, the Mississippi Department of Education and all other required agencies. This school district shall not enter confidentiality agreements with sexual predators.

Official references may only be provided by the superintendent or designee. Personal letters of reference or recommendations provided by employees shall not be written on district letterhead and are not considered official. All requests for official references shall be submitted to the superintendent or designee.

The superintendent shall develop procedures to support this policy.

Last Review: **October 27, 2025**

ReviewHistory:[12/18/17][01/08/18][02/18/19][03/11/19][11/04/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EBBAD: School Occupational Safety and Crisis Response Plan **Status:** ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

OCCUPATIONAL SAFETY AND CRISIS RESPONSE PLAN

The Board of Trustees of this school district is committed to the belief that students should be afforded a safe and orderly learning environment. This learning environment includes traveling to and from school; within all school facilities, classroom, assembly, cafeteria, and gymnasium; on the school grounds; and, while participating in or attending activities sponsored by the school, e.g., academic competition, athletic events, extra-curricular activities, and field trips.

Every effort shall be made to provide all reasonable precautions to protect the safety of all students, employees, visitors, and those present on district property or at school-sponsored events.

The Superintendent of Schools is directed to appoint a district-wide School Safety and Emergency Preparedness Committee, consisting of school personnel (administrators, teachers, and support staff), parents and community leaders, and representatives from health providers, law enforcement and civil defense. This ad hoc committee shall have the responsibility of developing a **School Occupational Safety and Crisis Response Plan**, which shall include but not be limited to the following:

1. Assessment of building and grounds security.
2. Current and proposed safety procedures.
3. List of agencies and contact persons who can provide assistance when a crisis situation occurs.
4. Working with the media.
5. Staff training.

The practice of safety shall be considered an aspect of the instructional program of the school district, and instruction shall be provided, as appropriate to subject areas and grade-levels, in accident and fire prevention, emergency procedures, and vehicular and pedestrian safety.

While this school district is actually exempt from the requirements of the Occupational Safety & Health Administration (OSHA), the Board recognizes that the standards promulgated by OSHA are designed to help prevent worker injury and are the minimum standards recognized in the United States. Accordingly, the Board adopts OSHA standards as guidelines for employee safety programs implemented by this school district.

Responsibility for safety is a primary role of all personnel. However, the oversight and management of the Safety Program is assigned to the Harrison County Schools RiskManager. The Risk Manager is authorized and empowered to oversee and coordinate a school system safety program that meets the intent and requirements of this policy and appropriate federal, state, and local safety or safety – related standards and/or regulations, including but not limited to OSHA, NFPA, DOT, EPA, etc.

All administrators, school principals, department managers/supervisors, etc., are responsible for ensuring that hazard-specific safety measures and programs consistent with the requirements of this policy and appropriate standards and regulations are implemented and enforced within their areas of operations. Further, that employees are aware of the hazards associated with their duties.

This plan shall be reviewed and updated annually prior to the beginning of the school year.

The Superintendent of Schools, or designee, shall make a report to the Board, on an annual basis, regarding the implementation of the plan.

Ref: *Mississippi Department of Education Office of Safe and Orderly Schools*

Review History: [05/16/16] [06/06/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/04/19] [11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EBBAG: Cardiac Emergency Response Plan

Status: ADOPTED

Original Adopted Date: 08/05/2024 | **Last Reviewed Date:** 10/27/2025

CARDIAC EMERGENCY RESPONSE PLAN

Each school shall have a cardiac emergency response plan on file in the principal's office. The cardiac emergency response plan will address the appropriate use of school personnel to respond to incidents involving an individual experiencing sudden cardiac arrest or a similar life-threatening emergency while on school grounds. This plan shall also account for incidents involving an individual experiencing sudden cardiac arrest or a similar life-threatening emergency while attending or participating in an athletic practice while on school grounds. The cardiac emergency response plan must be shared with local emergency response service providers.

The cardiac emergency response plan shall integrate, at a minimum, the following guidelines:

1. Establishing a cardiac emergency response team;
2. Activating the team in response to a sudden cardiac arrest;
3. A plan for implementing AED placement and routine maintenance within the school;
4. Disseminating the plan throughout the school campus;
5. Maintaining ongoing staff training in CPR/AED use;
6. Practicing using drills annually;
7. Integrating local EMS with the plan; and
8. Ongoing and annual review and evaluations of the plan.

Appropriate AED placement shall be dictated by the plan and in accordance with guidelines set by the American Heart Association or another nationally recognized, evidence-based standard. The Harrison County School Board may accept gifts, grants and donations, including in-kind donations designated for the purchase of an AED that meets the standards established by the United States Food and Drug Administration, for the costs incurred to inspect and maintain such device, and for the training of staff in the use of such device.

Appropriate school staff will be trained in first-aid, CPR, and AED use that follow evidence-based guidelines set forth by the American Heart Association or another nationally recognized, evidence-based standard. Staff that are to be trained include, but is not limited to, licensed coaches, school nurses, and athletic trainers. Practice drills shall be held annually in accordance with the plan.

A school district, school district employee, or agent acting in good faith who provides assistance or services under this policy shall be immune from civil prosecution and shall not be liable in any action for civil damages in any capacity.
73-25-37

The superintendent shall develop procedures to support this policy.

MS Code	Description
37-11-85	Cardiac emergency response plan for public schools; definitions.
37-11-87	Cardiac emergency response plan for public schools; development of plan; plan to integrate certain guidelines; training of staff.
73-25-37	73-25-37

Policy EBBB: Homeland Security **Status:** ADOPTED

Original Adopted Date: 09/17/2013 **| Last Reviewed Date:** 10/27/2025

HOMELAND SECURITY

This school board considers safety of students and staff to be one of its most important obligations. The superintendent shall be responsible for developing rules and regulations for emergency preparedness in the event an alert is issued by the national Department of Homeland Security.

HOMELAND SECURITY ADVISORY SYSTEM

Our nation has created the Department of Homeland Security, which has three primary missions:

- Prevent terrorist attacks within the United States;
- Reduce America's vulnerability to terrorism; and
- Minimize the damage from potential attacks and natural disasters.

A critical function of homeland security is to ensure that our state and local governments, police, fire departments, paramedics, and concerned citizens are able to connect with local people representing the department. The Department of Homeland Security has established assessment guidelines for five (5) levels of threat to our nation. From time to time, the Director of Homeland Security may issue or change a national threat level alert. The five levels of threat alert are:

1. **Low Condition (Green).**
   This condition is declared when there is a low risk of terrorist attack. Federal departments and agencies should consider the following general measures in addition to the agency-specific protective measures they develop and implement:

   1. Refining and exercising as appropriate preplanned protective measures;

   2. Ensuring personnel receive proper training on the Homeland Security Advisory System and specific preplanned department or agency protective measures; and.

   3. Institutionalizing a process to assure that all facilities and regulated sectors are regularly assessed for vulnerabilities to terrorist attacks, and all reasonable measures are taken to mitigate these vulnerabilities.

2. **Guarded Condition (Blue).**
   This condition is declared when there is a general risk of terrorist attack. In addition to the protective measures taken in the previous threat condition, federal departments and agencies should consider the following general measures in addition to the agency-specific protective measures they develop and implement:

   1. Checking communications with designated emergency response or command locations;

   2. Reviewing and updating emergency response procedures; and

   3. Providing the public with any information that would strengthen its ability to act appropriately.

3. **Elevated Condition (Yellow).**
   An Elevated Condition is declared when there is a significant risk of terrorist attack. In addition to the protective measures taken in the previous threat conditions, federal departments and agencies should consider the following general measures in addition to the agency-specific protective measures they develop and implement:

   1. Increasing surveillance of critical locations;

   2. Coordinating emergency plans as appropriate with nearby jurisdictions;

3. Assessing whether the precise characteristics of the threat require the further refinement of preplanned protective measures; and

4. Implementing, as appropriate, contingency and emergency plans.

4. **High Condition (Orange).**
A High Condition is declared when there is a high risk of terrorist attack. In addition to the protective measures taken in the previous threat conditions, federal departments and agencies should consider the following general measures in addition to the agency-specific protective measures they develop and implement:

1. Coordinating necessary security efforts with federal, state, and local law enforcement agencies or any National Guard or other appropriate armed forces organization;

2. Taking additional precautions at public events and possibly considering alternative venues or even cancellation;

3. Preparing to execute contingency procedures, such as moving to an alternative site or dispersing their workforce; and

4. Restricting threatened facility access to essential personnel only.

5. **Severe Condition (Red).**
A reflects a severe risk of terrorist attack. Under most circumstances, the protective measures for a Severe Condition are not intended to be sustained for substantial periods of time. In addition to the protective measures taken in the previous threat conditions, federal departments and agencies should consider the following general measures in addition to the agency-specific protective measures they develop and implement:

1. Increasing of redirecting personnel to address the critical emergency needs;

2. Assigning emergency response personnel and pre-positioning and mobilizing specially trained teams or resources;

3. Monitoring, redirecting, or constraining transportation systems; and

4. Closing public and government facilities.

SEVERE CONDITION (RED ALERT) PLAN

Depending on the circumstances and the nature of the attack, the first and most important decision school administrators need to make is whether to stay or get away. School district personnel should understand and plan for both possibilities. Decisions should be made using common sense and available information to determine if there is immediate danger.

In any emergency, local authorities may or may not be able to provide information immediately on what is happening and what should be done; however, radio and television news reports should be monitored for information or official instructions as they become available. The superintendent shall prepare administrative procedures as to monitoring methods (e.g., use of television, radio, or Internet access), responsibilities (staff assignments), and circumstances (High Condition and/or Severe Condition alerts).

When specifically advised by local authorities, the schools will be evacuated or medical treatment will be sought for all persons on school property.

In the event the Department of Homeland Security issues a Severe Condition alert, this school district will follow the directives of local civil defense authorities. If immediate evacuation and closure of school buildings is required, appropriate transportation will be provided to established "safe areas" and parents will be notified via radio and/or television announcements. The schools in this district will remain closed until considered safe to reopen.

If directives are received that the school/s will activate "lock down" procedures, staff and students will not be allowed to leave the premises and no persons will be allowed to enter without proper identification. All staff and students will be moved to secure areas of the school buildings where appropriate safety procedures will be implemented. Emergency supply kits will be maintained in each designated secure area. The district will also maintain food and water provisions to supply all staff and students for at least three (3) days. Communications will be maintained with local authorities so that parents can be made aware that their children are being protected.

NOTE: Emergency planning resources are available online at: www.ed.gov/emergencyplan/

The Mississippi Public School Accountability Standard for this policy is standard 31.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EBBA	School Safety Plan
EBBC	Emergency Drills
EBBC-R	Emergency Management - Disaster Plans
EBBD	Emergency Closings
JCBA	Student Restraint & Seclusion

Policy EBBC: Emergency Drills

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 06/24/2019 | **Last Reviewed Date:** 10/27/2025

EMERGENCY DRILLS

It shall be the duty of the principals and teachers in each building of this school district to instruct the pupils in the methods of fire drills and to practice fire drills until all the pupils in the school are familiar with the methods of escape. Such fire drills shall be conducted often enough to keep such pupils well drilled. It shall be the further duty of such principals and teachers to instruct the pupils in all programs of emergency management as may be designated by the state department of education.

It shall be the further duty of such principals and teachers to develop and conduct an active shooter drill within the first sixty (60) days of each new school semester for students, teachers, and staff. ' 37-11-5

This superintendent shall be responsible for ensuring that each school has a current crisis management plan that includes procedures for bomb threat, fire, earthquake, hurricane, tornado, and shootings. The superintendent shall also ensure that the principal and staff at each school conduct regular safety drills in event of an emergency situation related to weapons, weather, or major loss of power.

The Mississippi Public School Accountability Standards for this policy are standards 29 and 31.

MS Code	Description
37-11-5	Instruction in fire drills, emergency management, and active shooter drills.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EBBA	School Safety Plan
EBBB	Homeland Security

Policy EBBC-R: Emergency Management - Disaster Plans

Status: ADOPTED

Original Adopted Date: 10/07/2019 | **Last Reviewed Date:** 10/27/2025

EMERGENCY MANAGEMENT -- DISASTER PLANS

Each school shall have an emergency management disaster plan on file in the principal's office. A warning system and appropriate procedure shall be known and provided to all personnel in the respective schools. Periodic practice drills shall be held at which time all pupils and personnel shall act in accordance with specific directions as set forth in that school plan. All such plans shall be on file at the central administration office.

Schools shall be dismissed only by the superintendent's office. Each school principal shall use his judgment in putting the appropriate disaster plan into effect. The superintendent's office shall provide all possible information and subsequent directions to the school principal. Principals should refer to adopted policies and procedures on natural and nuclear disasters. Each principal shall acquire and maintain a battery operated radio for his office.

The emergency management plan shall include, but not be limited to the following:

1. Bomb/explosive devices
2. Earthquake
3. Fire
4. Flood
5. Hazardous waste spill
6. Homeland Security / Terrorism
7. Missing student
8. Nuclear attack
9. Severe weather
10. Suicide
11. Terrorism
12. Threatening person
13. Tornado
14. Weapons
15. Other situations deemed appropriate by the crisis intervention team (see policy EBBA, School Safety Plan)

Cross References	Description
EBBA	School Safety Plan
EBBB	Homeland Security

Policy EBBD: Emergency Closings

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 08/05/2024 | **Last Reviewed Date:** 10/27/2025

EMERGENCY CLOSINGS/ DELAYED START

Upon application from the school board, the superintendent of schools may close any school because of an epidemic prevailing in the school district or because of the death, resignation, sickness or dismissal of a teacher or teachers, or because of any other emergency necessitating the closing of the school.

The superintendent is hereby authorized to close schools and offices or dismiss them early in event of hazardous weather or other emergencies which threaten the safety or health of students or staff members.

It is understood that the superintendent will take such action only after consultation with transportation, emergency management, and weather authorities. The superintendent shall notify the school board of the decision to close the schools. Parents, students, and staff members shall be informed how they shall be notified in event of emergency closings, early dismissals, or delayed start.

When the superintendent declares a delayed start due to inclement weather conditions, typically a one or two hour delay, employees and students are expected to report to school at the delayed start time. (Example: On a 2 hour delay, if the school would normally start at 8:00 a.m., students and faculty would report at 10:00 a.m.; 7:30 start would report at 9:30 a.m.)

Information on closing and delays by the district will be announced on the district website or other internet outlets, selected radio, and television stations before 6:00 a.m. No announcement means schools will operate on a normal schedule.

Extreme Weather Conditions:

In cases of a severe weather alert, such as a tornado, hurricane, or snow/ice warning being issued by the National Weather Service, the superintendent of schools or designee shall notify each principal and necessary administrators. Children will be retained in the school buildings until it is deemed safe to dismiss them, unless they are picked up by their parents. Pupils will not be allowed to use the telephone during severe weather alerts except in cases of emergency. Parents and their children should have an arrangement worked out in advance with regard to transportation during extreme weather conditions. However, all such schools so closed shall operate for the required full time after being reopened during the scholastic year, unless the school board of the local school district submits a plan to alter the school term that is approved by the State Board of Education under the authority of Section 37-13-63(2). 37-13-65

DISASTER EMERGENCY

If this school board determines that it is not economically feasible or practicable to operate any school within the district for the full one hundred eighty (180) days required for a scholastic year as contemplated due to an enemy attack, a manmade, technological or natural disaster, or extreme weather emergency in which the Governor has declared a disaster or state of emergency or the U.S. President has declared an emergency or major disaster to exist in this state, the school board may notify the State Department of Education of the disaster or weather emergency and submit a plan for altering the school term.

If the State Board of Education finds the disaster or extreme weather emergency to be the cause of the school not operating for the contemplated school term and that such school was in a school district covered by the Governor's or President's disaster or state of emergency declaration, it may permit that school board to operate the schools in its district for less than one hundred eighty (180) days; however, in no instance of a declared disaster or state of emergency under the provisions of this subsection shall a school board receive payment from the State Department of Education for per pupil expenditure for pupils in net enrollment in excess of ten (10) days. 37-13-63

Each school in the district presently has a weather radio. 37-11-6

The Mississippi Public School Accountability Standard for this policy is standard 31.

MS Code	Description
37-11-6	Purchase and installation in each school of weather radio.

MS Code	Description
37-13-63	Minimum length of school term.
37-13-64	Exemption from minimum school term length requirement for certain schools under certain circumstances
37-13-65	Closing of schools for holidays and emergencies.
37-151-200	Title
37-7-301	General powers and duties.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EBBA	School Safety Plan
EBBB	Homeland Security
IAC	Virtual Learning Days
IAC-E(1)	Virtual Learning Days

Policy EBC: Security **Status:** ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 06/06/2016 **| Last Reviewed Date:** 10/27/2025

SECURITY

The superintendent is directed to establish rules and regulations as may be needed for security to include, but not be limited to:

1. provisions for door locks
2. minimizing fire hazards
3. reducing the possibility of faulty equipment
4. keeping records and funds in a safe place
5. protection against vandalism and burglary
6. the prosecution of vandals
7. school visitors

SECURITY PERSONNEL

The school board, in its discretion, may employ one or more persons as security personnel and may designate such persons as peace officers in or on any property operated for school purposes by such board upon their taking such oath and making such bond as required of a constable of the county in which the school is situated. ' 37-7-321 (1) (2000)

BASIC LAW ENFORCEMENT TRAINING

Any person employed by a school board by a security guard or school resource officer or in any other position that has the powers of a peace officer must receive a minimum level of basic law enforcement training, as jointly determined and prescribed by the Board on Law Enforcement Officer Standards and Training and the State Board of Education, within two (2) years of the person's initial employment in such position. Upon the failure of any person employed in such position to receive the required training within the designated time, the person may not exercise the powers of a peace officer in or on the property of the school district. ' 37-7-321 (2) (2000)

NONCOMMERCIAL RADIO

The school board is authorized and empowered, in its discretion, and subject to the approval of the Federal Communications Commission, to install and operate a noncommercial radio broadcasting and transmission station for educational and vocational educational purposes. ' 37-7-321 (3) (2000)

INTERLOCAL AGREEMENT

If a law enforcement officer is duly appointed to be a peace officer by a school district under this section, the local school board may enter into an interlocal agreement with other law enforcement entities for the provision of equipment or traffic control duties, however, the duty to enforce traffic regulations and to enforce the laws of the state or municipality off of school property lies with the local police or sheriff's department which cannot withhold its services solely because of the lack of such an agreement. ' 37-7-321 (4) (2006)

LAW ENFORCEMENT OFFICERS HIRED BY SCHOOL DISTRICT

The governing authorities of any municipality or the board of supervisors of any county may allow off-duty municipal or county law enforcement officers who are hired individually for security purposes by the school district or districts within that municipal or county to use municipal or county law enforcement uniforms and equipment during such off-duty employment. ' 21-19-49 (3) (2000)

The Mississippi Public School Accountability Standard for this policy is standard 31.

MS Code	Description
21-19-49	Application of funds or conveyance of buildings and property to school districts by local governments; contracts for provision of additional police protection for schools; off-duty law enforcement officers authorized to use public uniforms and equipment for school security purposes; municipalities authorized to donate to public school district for certain purposes.
37-7-321	Employment and designation of peace officers; minimum level of basic law enforcement training required; operation of radio broadcasting and transmission station; interlocal agreements with other law enforcement entities for provision of certain equipment or services.
45-6-7	Powers of board.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EB	Building and Grounds Management
EBBAB	Sex Offender
EBCA	Vandalism Protection
ECBA	Vandalism

Policy EBCA: Vandalism Protection

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 03/11/2019 | **Last Reviewed Date:** 10/27/2025

VANDALISM PROTECTION

If any pupil shall willfully destroy, cut, deface, damage, or injure any school building, equipment or other school property, he shall be liable to suspension or expulsion and his parents or person or persons in loco parents shall be liable for all damages. ' 37-11-19

This school board has the power, authority and duty to suspend or to expel a pupil for misconduct in the school, upon school buses, on the road to and from school, during recess or upon the school playgrounds, and to delegate such authority to the appropriate officials of the school district. ' 37-7-301 (e)

Citizens, students and law enforcement are urged by this school board to cooperate in reporting any incidents of vandalism in property belonging to the district and the name(s) of the person or persons believed to be responsible. Each employee of this district shall report to the principal of the school every incident of vandalism known to him or her, and, if known, the names of those responsible.

School officials are hereby authorized to sign complaints and to make charges against perpetrators of vandalism against school property, and are further authorized to delegate, as they see fit, authority to sign such complaints and to press charges.

1. A copy of the school district's discipline plan shall be distributed to each student enrolled in the district, and the parents, guardian or custodian of such student shall sign a statement verifying that they have been given notice of the discipline policies of their respective school district. The school board shall have its official discipline plan and code of student conduct legally audited on an annual basis to insure that its policies and procedures are currently in compliance with applicable statutes, case law and state and federal constitutional provisions.

2. All discipline plans of school districts shall include, but not be limited to, the following:

    1. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district shall be responsible financially for his or her minor child's destructive acts against school property or persons;

    2. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district may be requested to appear at school by the school attendance officer or an appropriate school official for a conference regarding acts of the child specified in paragraph (a) of this subsection, or for any other discipline conference regarding the acts of the child;

    3. Any parent, guardian or custodian of a compulsory-school-age child enrolled in a school district who refuses or willfully fails to attend such discipline conference specified in paragraph (b) of this section may be summoned by proper notification by the superintendent of schools or the school attendance officer and be required to attend such discipline conference; and

    4. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district shall be responsible for any criminal fines brought against such student for unlawful activity occurring on school grounds or buses.

3. Any parent, guardian or custodian of a compulsory-school-age child who (a) fails to attend a discipline conference to which such parent, guardian or custodian has been summoned under the provisions of this section, or (b) refuses or willfully fails to perform any other duties imposed upon him or her under the provisions of this section, shall be guilty of a misdemeanor and, upon conviction, shall be fined not to exceed Two Hundred and Fifty Dollars ($250.00).

4. Any public school district shall be entitled to recover damages in an amount not to exceed Twenty Thousand Dollars ($20,000.00), plus necessary court costs, from the parents of any minor under the age of eighteen (18)

years and over the age of six (6), who maliciously and willfully damages or destroys property belonging to such school district. However, this section shall not apply to parents whose parental control of such child has been removed by court or decree. The action authorized in this section shall be in addition to all other actions which the school district is entitled to maintain and nothing in this section shall preclude recovery in a greater amount from the minor or from a person, including the parents, for damages to which such minor or other person would otherwise be liable.

5. A school district's discipline plan may provide that as an alternative to suspension, a student may remain in school by having the parent, guardian or custodian, with the consent of the student's teacher or teachers, attend class with the student for a period of time specifically agreed upon by the reporting teacher and school principal. If the parent, guardian or custodian does not agree to attend class with the student or fails to attend class with the student, the student shall be suspended in accordance with the code of student conduct and discipline policies of the school district. ' 37-11-53

MS Code	Description
37-11-19	Suspension or expulsion of student damaging school property; liability of parent or custodian.
37-11-53	School district discipline plans; appearance by parents, guardians or custodians at discipline conferences; recovery from parents for damage or destruction of school property; parent allowed to accompany child to school as alternative to child's suspension.
37-7-301	General powers and duties.

Cross References	Description
EBC	Security
ECBA	Vandalism

Policy EBD: 16th Section Lands

Status: ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

The Superintendent of Education shall be responsible to the Board of Trustees for the administration of law governing 16th Section Land management under their control as outlined in the Mississippi Code. The Superintendent's designee is to act for him/her in carrying out this responsibility and report to him/her for recommendations to the Board of Trustees.

Last Review Date: **October 27, 2025**

Review History: [05/16/16] [06/06/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/4/19] [11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EBGA: Public School Grounds Maintenance/School Bus Turnaround

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

PUBLIC SCHOOL GROUNDS MAINTENANCE

ROUTINE PUBLIC SCHOOL GROUNDS MAINTENANCE POLICY

1. The board of supervisors of any county is hereby authorized and empowered, in its discretion, to grade, gravel or shell, repair, and/or maintain private gravel or shell roads or driveways to private residences if such roads or driveways are used for school bus turnarounds.

2. Prior to engaging in the work authorized in subsection (1) of this section, the board of supervisors shall spread upon the official minutes of the board:

    1. The written request of the school board for such work;

    2. The written approval of the board of supervisors for such work;

    3. The specific location of the road or driveway to be worked; and

    4. The name of the owner of the road or driveway to be worked.

3. The written request of the school board, as required in subsection (2) (a) above, shall contain a current list of all active school bus turnarounds presently in use by the school district or contemplated for use by the school district for the present school year. The approval by the board of supervisors shall be valid and effective for the period of time that a turnaround is anticipated for use, but in no event for a period greater than one (1) year.

4. In addition to the authority granted in subsection (1) of this section, from and after October 1, 1989, the board of supervisors of any county is further authorized, in its discretion, to maintain public school grounds of the county and to grade, gravel, shell or overlay, and/or to maintain gravel, shell asphalt or concrete roads, driveways or parking lots of public schools of the county if, before engaging in such work, the board of supervisors shall spread upon its official minutes the written request of the school board for such work, the written approval of the board of supervisors for such work and the specific location of the school grounds or road, driveway or parking lot, to be worked.

5. In addition to any other authority granted in this section, the board of supervisors of any county is hereby authorized, in its discretion, to repair and maintain driveways and parking lots of: (a) any nonprofit organization in the county which is tax exempt under Section 501(c) of the United States Internal Revenue Code and which has as one (1) of its primary purposes for organization to aid and assist in the rehabilitation of persons suffering from drug abuse or drug addiction; and (b) any private, nonprofit cemeteries in the county. The board of supervisors of any county shall not be authorized under the provisions of this subsection to repair or maintain driveways or parking lots more than one hundred fifty (150) feet from the center of any highway, road or street under the jurisdiction of the county. ' 19-3-42 (1990)

The Mississippi Public School Accountability Standard for this policy is standard 30.

MS Code	Description
19-3-42	Maintenance of private roads and driveways used for school bus turnarounds; public school grounds; driveways and parking lots of nonprofit organizations.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EB	Building and Grounds Management
EBI	Long Range Maintenance of Buildings or Grounds

Policy EBH: School Facility Rental **Status:** ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

SCHOOL FACILITY RENTAL

Organizations shall not be required to make any payment to any school for the use of any school facility if, in the discretion of the local school governing board, the organization's function shall be deemed to be beneficial to the official or extracurricular programs of the school. For the purposes of this provision, the term "organization" shall not include any organization subject to the control of the local school governing board.

I. Purpose:

To establish reasonable regulations for the short-term use of certain school facilities for school-related activities and by the community and to authorize the Superintendent or his/her designee to approve the use of certain school facilities only under the terms and conditions stated herein.

II. A public liability insurance policy which insures this school district against loss due to bodily injury or property damage in the amount of $1,000,000.00 respectively, shall be in effect during the full term of use of any facility. There shall be no exception other than most school-related or governmental uses.

Coverage shall be evidenced by a valid written Certificate of Insurance from an insurance company licensed to do business in Mississippi by the State Insurance Commissioner which named the School Board of the Harrison County School District as insured or additionally insured during the term of use of the facility. Said certificate must state policy limits, types of coverage, date(s) of coverage and signature(s).

No set-up, rehearsal or event shall commence unless and until the Superintendent or his/her designee receives proof of coverage, even if rental fees have been paid. Securing the required insurance coverage shall be the responsibility of the individual renting the facility at his/her sole cost and expense.

Individuals, businesses, governments, agencies and organizations having public liability coverage should contact their agent regarding this requirement prior to completing this application.

Others should see a reputable agency to secure coverage prior to completing their application. School-related uses of facilities in which the school-related class, club or organization uses the services of an individual, group or business in a joint business relationship shall meet this insurance requirement before the activity may take place.

III. General

1. School facilities are not available for purposes which may be suitably accommodated through the use of non-school facilities.

2. School facilities are not available for the promotion of games of chance.

3. School facilities are not available if the requested use would in any way conflict with or displace a school class, school activity, school event, or in any way disrupt the educational process.

4. Except for certain uses allowed by law, the Superintendent or his/her designee shall have the authority to deny any request for short-term use of any school facility by any individual, group or organization if, in his/her opinion, such use would not be in the best interest of the school district.

5. Any individual, group or organization receiving approval to use certain school facilities shall not exclude from such facility any person for the reasons of race, color, creed, national origin, age, sex, religion, or handicap.

6. School facility users are responsible for compliance with all regulations and laws which apply to public school building use.

7. School facility users shall not allow the use of tobacco products, vapes, or e-cigarettes. They shall not serve food and/or drink except in those areas that may be designated by the school administrator having responsibility for a facility.

8. School facility users are responsible for any damage or theft to the facility and/or equipment due to user's occupancy, regardless of cost. The Superintendent may require a refundable cash deposit to be used in case of damage or theft.

9. School facility users shall not permit disruptive behavior or the use, possession or distribution of any pornographic material, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage or intoxicant of any kind on school property. The use of prescription drugs by the person for whom it was prescribed is permitted.

10. School facility users shall have participants enter and leave a facility by the most direct route.

11. All functions shall terminate by 12:00 midnight.

12. Any facility use granted shall not be assigned to another person, group, or organization by the grantee.

13. Any short-term use shall not exceed three (3) consecutive days or portions of three (3) consecutive days.

14. Each written request for use shall be made on the School Board Approved Application form.

IV. Making Application

1. Interested parties shall make an application with the school administrator responsible for the facility they desire to use.

2. If the administrator can grant such request without any detriment to the school district's program, he/she shall approve said application and forward same to the Superintendent with the total sum of all applicable fees and insurance documents attached thereto.

3. Applications must be received by the Superintendent no later than three (3) calendar days prior to the use date(s) requested or such request shall be denied.

V. Supervision Required

Unless otherwise noted, the use of any facility shall be supervised at the user's expense during such use by at least one (1) employee of the school district. This may be the administrator having responsibility for the facility, and/or one or more employee designees. Additional supervision is required to the extent necessary to protect the interests of the school district.

VI. Rental Charges

The current and most accurate rental fees can be found in the Harrison County School District Facilities Agreement. The School Board reserves the right to increase the rental charges because of special circumstances. The School Board reserves the right to charge a rental fee for Classes A, B, C, D, under special circumstances.

VII. Insurance

The rental charge does not provide the user with any liability or property damage insurance. It is the user's responsibility to secure any insurance he/she may deem appropriate.

VIII. Use Classification

1. Class "A" – School Related Use (No rental charge or liability insurance required – under special circumstances a fee may be charged.)

A. The following may use certain school facilities without charge and without application when approved in advance by the school principal or school administrator having responsibility for a facility and supervised by the school principal or administrator having responsibility for the facility or his/her designee who is an employee of the school district.

a. Classroom teachers and coaches for classroom and athletic-related activities.

b. Student public performances.

c. A school's PTA unit for its meetings and activities.

d. A school board approved booster club(s) for their meetings and activities.

e. A school board approved student club(s) and organizations for their meetings and activities with the sponsor.

f. Volunteer programs such as parent centers, mentorship, etc.

g. In-service workshops and other staff development opportunities offered by or in cooperation with the school district for its employees.

B. School clubs and organizations using school facilities for raising funds which will be considered private funds shall reimburse the District its cost for the utilities consumed in the use of the school facility. (See paragraph II above.)
C. School-related use does not include any use which would result in material gain for any employee or student.

2. Class "B" – Governmental Use (No rental charge or liability insurance required – under special circumstances a fee may be charged.)

A. Department or agencies of local, county, state, or federal government and tax-supported education institutions may apply, as indicated below, for the use of certain school facilities without charge for public hearings or for the dissemination of non-political information to the public.

B. Voting precincts for local, state, and national elections.

C. The Local City or County may apply as indicated below for the use of certain school facilities without charge for its programs and/or events.

a. Each use shall be under the continuous supervision of the department director or his/her designee who is an employee of the Local City or County.

b. The department director shall attach to the application the schedule of activities to take place within the facility. The schedule shall identify the person supervising the activity.

c. The department shall keep the facility clean and neat at all times.

D. The director of Civil Defense may file contingency plans with the Superintendent for the use of certain school facilities and/or transportation services without charge in the event of a declared emergency or natural disaster. Such plans shall include provisions for continuous supervision of any facility used and shall insure the proper use of any school equipment required.

3. Class "C" – Public Service (No rental charge or liability insurance required – under special circumstances a fee may be charged.)

Non-profit, non-political groups, clubs, organizations, or individuals without paid staff, unrelated to school use, whose activities are philanthropic and/or would be considered by community standards as being worthwhile to the community as a whole may apply as indicated below for the use of certain school facilities. Public service users may charge admission and/or sell or offer for sale merchandise provided the proceeds there from are used solely for philanthropic purposes. Public service use is included, but is not limited to civic club fundraisers, charity, private citizens meetings with governmental officials, Chamber of Commerce meetings, etc.

4. Class "D" – Youth Associations (No rental fee and liability insurance required – under special circumstances a fee may be charged.) Non-profit organized youth groups may utilize gyms/athletic fields providing that adult officers:

a. Are responsible for supervision of students at all times.

b. Provide adequate police for security if needed.

c. Clean-up of the facility, including inside and outside immediately after use.

d. Pay for any damages to property and/or equipment.

e. Periodically check with the principal to help with any problems that may arise.

f. Abide by all general rules in this agreement.

5. Class "E" – Commercial Use (Rental fee and liability insurance required.)

Groups, clubs, organizations with one or more paid staff or groups, clubs, or organizations whose members stand to profit materially as individuals, due to their membership, self-employed persons, and non-profit or for-profit businesses who will not charge admission or solicit funds or sell or offer for sale merchandise or make any other authorized use of a facility which due to such use would result in financial gain to the user may apply as indicated below for the use of certain school facilities. Class "E" commercial use includes but is not limited to piano recitals, church-related meetings, beauty pageants, adult athletic teams, gospel singing, etc.

6. Class "F" Commercial Use (Rental fee and liability insurance required.)

Groups, clubs, organizations with one or more paid staff or groups, clubs, or organizations whose members stand to profit materially as individuals, due to their membership, self-employed persons, and non-profit or for-profit businesses who intend to charge admission and/or solicit funds and/or sell or offer for sale merchandise or make any other authorized use of a facility which due to such use will result in financial gain to the user(s) may apply as indicated below for the use of certain facilities. Class "F" commercial use includes but is not limited to church-related meetings and promotional entertainment.

IX. Special Requirements For Stadium Rental

1. The actual cost of supplies and labor shall be charged to a user requesting field preparation.

2. Additional supervision shall include adequate off-duty police officers for security and traffic control at the expense of the user.

3. Should a rental follow an activity occurring the previous night, clean-up costs shall be at the expense of the next day's user.

4. Outside stadium clean up shall begin no later than 8:00 a.m. the morning following an activity. Workers shall be selected by the Athletic Director or his/her designee and paid directly by the user of the facility.

5. Use of the District's concessions, sound reinforcement, or other equipment shall be only by personnel approved by the Director of Athletics or his/her designee.

6. Alterations to facilities are prohibited unless approved in advance by the Athletic Director and supervised by the Director of Maintenance. The costs of alterations and/or supervision shall be at the expense of the user.

7. Temporary field painting and/or decorations in addition to those provided by the District shall be approved in advance by the Athletic Director.

8. No animals shall be allowed on the field or inside the facility.

9. Except for the District's maintenance vehicles, the following are only allowed on the playing field when approved in advance by the Athletic Director.

a. Emergency vehicles.

b. Vehicles carrying homecoming royalty and for similar uses.

The Athletic Director may suspend all traffic in the event of a wet track. At no time are vehicles allowed on the playing field when the field is wet.

10. The use of the field house dressing room or other school facilities by visiting athletic teams is subject to the following conditions:

a. Any use of the district's equipment and supply inventory shall be charged to the user.

b. Any cleanup shall be at the expense of the user.

X. Special Requirements For Cafeteria Use

1. Kitchen and equipment are available for use only under the supervision of Director of Child Nutrition.

2. Meal preparation and dining room service by cafeteria personnel are not available to non-school-related users if such use would place the school district in competition with commercial establishments.

3. Should a user intend to serve any food or drinks in a dining room, cafeteria personnel shall be on duty at the user's expense during serving time and afterward for clean up.

4. Health Department regulations require that all garbage shall be removed from the cafeteria premises by the user immediately after use.

5. All Local and State Health Department Rules and Regulations must be followed.

6. The opening and closing of the facility shall be performed by cafeteria personnel only. No keys will be issued.

7. No ornaments, signs, decorations, etc., shall be hung from ceilings or placed on walls unless approved in advance by the Director of Child Nutrition.

8. The renter shall be charged for any food or supply items used from the school district inventory.

THIS POLICY SHALL BE USED IN CONJUNCTION WITH POLICY EBHA, USE OF SCHOOL PROPERTY

NOTE: PLEASE SEE EBH-E attached, for the Application Form.

Last Review Date: **October 27, 2025**
Review History:[07/27/15][08/17/15] [03/07/16] [03/14/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/4/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Cross References	Description
EBHA	Use of School Property
JAB	Equal Access Student Organizations

Exhibit EBH-E(1): School Facility Rental

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 06/02/2025 | **Last Reviewed Date:** 06/02/2025

See PDF on the next page.

NAME OF ORGANIZATION REQUESTING USE OF FACILITY

_____

NAME_____
PHONE NUMBER_____
ADDRESS_____

SPECIFIC FACILITY REQUESTED_____
REASON FOR REQUEST (USE)_____

DATE FACILITY NEEDED: BEGINNING_____ENDING_____
TOTAL NUMBER OF DAYS USED_____

TIME FACILTY NEEDED: BEGINNING_____ ENDING_____

ALL FEES ARE DUE PRIOR TO USE OF FACILITY

The _____does hereby assume any and all liability for any personal injury or property damage to furniture, fixtures, classrooms, auditoriums, or any other facilities used by said organization as a meeting place located in the public-school building which are the property of Harrison County School District, Harrison County, MS. The organization further agrees to pay property, on demand, for any damage caused by any member of said organization occupying any said facilities with the consent of the School Board of the Harrison County School District, Harrison County, MS. Said organization also agrees to purchase and deliver proof of liability insurance (minimum liability policy of one million dollars, ($1,000,000.00) to the Office of the Superintendent prior to the facility request being presented to the School Board and prior to use of any facility (including practice and /or performance). Please remember that all school facilities are "TOBACCO FREE". Said organization understands that alcohol/drug use, firearms or fireworks are

prohibited in school buildings or on school property. Organizations using any school facility shall be required to provide security from local jurisdiction, at the organization's expense, to be present at all times during the use of facility as required by the school district. **Lighting and sound systems are the responsibility of the organization.** The undersigned does hereby represent that he/she has full authority to bind said organization to this indemnity agreement.

Signature_____

Date_____

Make checks payable to and mail or deliver to: Harrison County School District, Office of the Superintendent, 11072 Hwy 49, Gulfport, MS 39503. Total fees will be equal to the base fees plus additional fees.

An employee of the Harrison County School District is required to be the Key Holder for the event. See fee schedule for Key Holder Payment.

Security Verification_____

Security Contact Information_____

Insurance Verification_____

Security Deposit Verification_____

Security Deposit will be refunded upon facility inspection.

Principal _____

Athletic Director_____

Nutrition Director_____

The Superintendent of Education or his designee has ( ) APPROVED ( ) DISAPPROVED your request for the use of requested school facility. If approved, please contact us upon receipt of this letter so that final preparations can be completed and to notify staff of your program.

Superintendent of Education or Designee_____
Date_____

FEE CALCULATIONS

High Schools:

Baseball/Softball Stadium w/lights……...$400 Fundraising
$200 Non- Fundraising
Baseball/Softball Stadium without lights……. $200 Fundraising
$200 Non-Fundraising
Baseball/Softball Outdoor Facility……... $400 Fundraising
$200 Non Fundraising
Cafeteria……$400 Fundraising
$200 Non-Fundraising
Cafeteria w/kitchen…….. $800 Fundraising
$400 Non-Fundraising
Football Stadium w/lights……$800 Fundraising
$400 Non-Fundraising
Football Stadium without lights……$400 Fundraising
$400 Non- Fundraising
Gym……...$600 Fundraising
$300 Non- Fundraising
Parking Lot/Other School Grounds……...$100 Fundraising
$100 Non-Fundraising

11072 Highway 49
Gulfport, MS 39503
Telephone: (228)539-6500 Facsimile: (228)539-6507 William Bentz, Superintendent of Education

Other_____

Middle Schools:

Cafeteria……$400 Fundraising
$200 Non-Fundraising

Cafeteria w/kitchen……$800 Fundraising
$400 Non- Fundraising

Gym……$400 Fundraising
$200 Non- Fundraising

Parking Lot/Other School Grounds……$100 Fundraising
$100 Non-Fundraising

Other_____

Elementary Schools:

Cafeteria …… $400 Fundraising
$200 Non-Fundraising

Cafeteria w/kitchen…… $800 Fundraising
$400 Non- Fundraising

Gym…… $400 Fundraising
$200 Non- Fundraising

Parking Lot/Other School Grounds……$100 Fundraising
$100 Non- Fundraising

Other_____

Deposit- One Time Refundable Fee- Facility must be cleaned prior to deposit refund. $200

Key Holder Rate of Pay Per Day- 0-4 hours-$50
4-8 hours-$75
8 hours+-$100

Cross References	Description
EBHA	Use of School Property
JAB	Equal Access Student Organizations

Policy EBHA: Use of School Property

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

USE OF SCHOOL PROPERTY

The Harrison County Board of Education believes that the first priority in the use of its school property is the education of children in the district. However, this district will allow the public use of indoor or outdoor school property during non-school hours for purposes of recreation or sport, to support active living, reduce obesity, reduce health care costs associated with obesity, increase community safety, maximize community resources, and promote community support for schools.

Local citizens are also encouraged to use the property for other reasonable general public use including religious, political, literary, community, cultural, scientific, mechanical, agricultural, or parental involvement purposes.

The board shall exercise its authority to fix and collect rentals, rates, and charges for the occupancy or use of school property in such amounts and in such manner as may be determined.

The superintendent is directed to establish rules and regulations in support of this policy. The rules and regulations will require evidence of appropriate liability insurance coverage. The school district will not permit the use of school property or equipment by any person or organization that does not furnish evidence of insurance coverage.

If the district has provided classroom space or other school facilities for a federally sponsored Head Start program and is planning to make a material change in the arrangement, the superintendent will give notice to the director of the Head Start program at least seven (7) days prior to a school board hearing on the matter.

School districts and school district employees may not be held liable for any claim resulting from a loss or injury arising from the use of indoor or outdoor school property or facilities made available for public recreation or sport.

MS Code	Description
37-171-5	Use of school property during nonschool hours by public for recreation or sports authorized; liability

US Code	Description
20 U.S.C. 7905	Equal access to public school facilities

Other References	Description
HB 540 2012	HB 540 2012

Cross References	Description
EBH	School Facility Rental
EBH-E(1)	School Facility Rental

Policy EBHAAA: Authorized Use of School Equipment and Property Operation **Status:** ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

1. The Harrison County School District owns a variety of vehicles for transporting both passengers and/or cargo. It also owns some special-purpose motorized equipment, such as tractors, riding grass cutters, and forklifts. This policy relates to the operation of these vehicles to prevent abuse, unlawful operation, accidents, and unauthorized uses. This policy is applicable to all employees of the School District who operate district vehicles, and any violation will subject the employee to disciplinary measures.

A. General – School-owned highway vehicles will be driven only by employees possessing a commercial driver's license for the type/class vehicle they are operating. School buses which are being operated for the transportation of students will be driven only by employees who are currently certified and licensed by the State of Mississippi.

B. It is the responsibility of the operator to become thoroughly familiar with the special-purpose motorized equipment before using it. Requests for assistance in the proper operation of such equipment should be made to the employee's immediate supervisor.

C. Vehicle/Equipment Abuse – No employee shall abuse or damage any vehicle or equipment by negligent operation or failure to perform routine driver maintenance checks and services.

D. Unlawful Operation – All school-owned vehicles must be operated in accordance with all state, county, and municipal laws. An employee who receives a traffic citation while operating a school-owned vehicle may be subject to disciplinary action by the school system, in addition to the fine or punishment which may result from the traffic citation. Any citation received for any traffic violation must be reported by the employee to his/her immediate supervisor (this includes traffic citations for both school-owned and private vehicles).

E. Unauthorized Use – School-owned vehicles will be operated solely for school business or approved school-related activities. Employees will not operate school-owned vehicles for personal use.

F. Accidents – Employees will operate all school-owned vehicles in a manner designed to avoid hazards. An employee who is at fault in a traffic accident will be subject to disciplinary action by the school system. Accidents will be properly reported in conformity with both state and local requirements.

2. Disciplinary action may be taken against an employee according to the severity of the infraction and may include the following consequences:

A. Counseling

B. Letter of reprimand/warning

C. Suspension from work without pay

D. Suspension from driving school-owned vehicles

E. Termination of employment

F. Restitution for damages

Last Review Date: **October 27, 2025**

Review History: [05/16/16] [06/06/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/4/19] [11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EBI: Long Range Maintenance of Buildings or Grounds

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

LONG RANGE MAINTENANCE OF BUILDINGS OR GROUNDS

This school district operates in accordance with a five year plan which is annually revised and which addresses specific actions to improve the quality of education provided by the district.

The superintendent shall be the custodian of real and personal school property and to manage, control and care for same, both during the school term and during vacation. ' 37-7-301(c) (1993)

The grounds shall be adequately maintained for the educational and recreational program of the students and the overall requirements for providing such grounds shall be continually reviewed.

The Mississippi Public School Accountability Standard for this policy is standard 30.

MS Code	Description
37-7-301	General powers and duties.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EB	Building and Grounds Management
EBGA	Public School Grounds Maintenance/School Bus Turnaround

Policy EBJ: School Property Development Act of 2005

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

SCHOOL PROPERTY DEVELOPMENT ACT OF 2005

This section shall be referred to as the "School Property Development Act of 2005." It is the intent of the Legislature that this section shall provide school boards with an alternative optional method of disposal of surplus school property that may generate greater returns to the district than a public disposal sale, or to promote or stimulate economic development within the school district or to promote, stabilize or enhance property and tax values within the school district.

The school board of any school district shall be authorized and empowered, in its discretion, to sell, convey or exchange a partial interest, undivided interest or any other interest in real property (other than sixteenth section public school trust land), in whole or in part, for a nonoperational interest in any proposed development of the property, including ownership of shares of a domestic corporation or a membership interest in a limited liability company or a limited partnership interest, any of which is organized for the operation of any project, development or activity that, in the discretion of the school board, will have the potential for fostering economic development activities, increasing property values, increasing student development or enhancing public safety. The school board may contract with any other governmental entity, university or community college, corporation, person or other legal entity for the development, design, construction, financing, ownership or operation of any project, development or activity and may issue notes, leases, bonds or other written obligations to finance such activities. The school board may pledge any revenues or taxes it is to receive from such sale, conveyance or exchange, including any shares of a corporation or membership interest in a limited liability company or limited partnership interest under this subsection or under Sections 37-7-471 through 37-7-483, to secure the repayment of any notes, leases (excluding leases of sixteenth section public school trust land), bonds or other written obligations of the district issued under any provision of state law. Any such pledge of revenues or other monies shall be valid and binding from the date the pledge is made; such revenues or other monies so pledged and thereafter received by the school district shall immediately be subject to the lien of such pledge without any physical delivery thereof or further act, and the lien of any such pledge shall be valid and binding as against all parties having claims of any kind in tort, contract or otherwise against the school district irrespective of whether such parties have notice thereof. Neither the resolutions, contracts or any other instrument by which a pledge is created need be recorded. Any debt secured in whole or in part by a pledge of such revenues or other monies shall not be subject to or included in any debt limitation imposed on the issuance of such debt. This subsection (2) shall not be construed to apply to sixteenth section public school trust land. ' 37-7-485 (2) (2006)

LEGAL REQUIREMENTS

For specific legal requirements of the "School Property Development Act of 2005," please refer to the following sections of the MS Code: 37-471 thru 37-7-487; 37-7-301(tt); 37-7-301(uu); 37-7-301(vv); and 27-65-105.

MS Code	Description
27-65-105	27-65-105
37-7-301	General powers and duties.
37-7-471 thru 37-7-487	37-7-471 thru 37-7-487
37-7-485	37-7-485

Cross References	Description
ABB	Board Powers and Duties
DO	School Properties Disposal Procedure

Policy ECBA: Vandalism

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

VANDALISM

If any student shall willfully destroy, cut, deface, damage or injure any school building, equipment or other school property, he shall be subject to suspension or expulsion and his parents, legal guardians or custodians shall be liable for all damages.

I. LIABILITY FOR DAMAGES

The District may institute legal proceedings against and recover damages provided by law from parents of minor students who maliciously and willfully damage or destroy school property. The discipline plan of each school shall contain a statement of parental responsibilities in this regard as required by Policy JDA.

II. REPORTING VANDALISM

Citizens, students and law enforcement are urged by the board to cooperate in reporting any incidents of vandalism in District property and the name(s) of the person(s) believed to be responsible.

All district employees shall notify the principal of the school when they have knowledge that an act of vandalism has or may have occurred.

The principal shall notify the superintendent or his designee of all reports of vandalism.

The superintendent is authorized to sign a criminal complaint and to press charges against perpetrators of vandalism against school property. He is further authorized to delegate authority to perform these functions.

MS Code	Description
37-11-19	Suspension or expulsion of student damaging school property; liability of parent or custodian.
37-11-53	School district discipline plans; appearance by parents, guardians or custodians at discipline conferences; recovery from parents for damage or destruction of school property; parent allowed to accompany child to school as alternative to child's suspension.
37-7-301	General powers and duties.

Cross References	Description
EBC	Security
EBCA	Vandalism Protection
JCBE	Unlawful or Violent Acts
JDA	Discipline Plan

Policy ECIA: District Staff Use of Electronic Devices While Driving on District Business

Status: ADOPTED

Original Adopted Date: 03/14/2016 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

Operating an Electronic Device While Driving on District Business ECIA

No employee or volunteer driver of the Harrison County School District shall operate any district motor vehicle or operate a personal motor vehicle in the course of their responsibilities and duties with the district in a manner that allows them to knowingly drive distracted.

Distracted Driving

Distracted driving is any non-driving activity in which a person engages while operating a motor vehicle. Such activities have the potential to distract the person from the primary task of driving and increase the risk of crashing.

The primary responsibility of the driver is to operate a motor vehicle safely. The task of driving requires full attention and focus. Drivers should resist engaging in any activity that takes his or her attention and eyes off the road for more than a couple of seconds. There are three main types of distraction:

- Visual — taking eyes off the road
- Manual — taking hands off the wheel
- Cognitive — taking mind off what you're doing

Examples of distracted driving include, but are not limited to:

- Utilizing a wireless communication device for writing, sending, and/or receiving a message(s,) posting to social media, internet usage, viewing photos, playing games, and other such activities.
- Watching a video
- Eating or drinking
- Engaging with other passengers
- Grooming
- Reading
- Retrieving items from the floor, purse, glove box, computer bag, etc.

Definitions

- "Wireless communication device" means a mobile telephone or other portable electronic communication device with which a user engages in a call or writes, sends, or reads a message using at least one hand. The term "wireless communication device" shall not include a voice-operated or hands-free device;

- "Motor vehicle" means a vehicle driven or drawn by mechanical power and manufactured primarily for use on public highways;

- "Message" includes a text-based message, instant message, electronic message, email, etc., but shall not include an emergency, traffic, or weather alert or a message related to the operation or navigation of the motor vehicle;

- "Writing," "sending," and "reading," with respect to a message, means the manual entry, sending, or retrieval of a message, respectively, to communicate with any person or device.

A wireless communication device does not include voice operated or hands-free devices.

- "Voice operated or hands-free device" means a device that allows the user to write, send, or listen to a message without the use of either hand except to activate, deactivate, or initiate a feature or function.

Requirements

When operating a district vehicle, employees are required to:

- Pull over to a safe place to send or receive a call or to complete any task that might distract attention from the road.

Violations

Violations of this policy may lead to disciplinary action including denial of use of school vehicles and district cell phones and up to and including termination. Certain violations are punishable by law. Any fines or penalties incurred shall be the responsibility of the employee.

Statement of Acknowledgement

Please read and sign the Statement of Acknowledgement and return it to your supervisor. If you have any questions regarding this policy, please contact your supervisor.

I am aware of the policy prohibiting distracted driving while operating a district vehicle or a personal vehicle in the course of my responsibilities and duties with the district. I fully understand the terms of this policy and agree to abide by them.

Employee Signature _____ Date_____

Employee Name (printed) _____

Last Review Date: **October 27, 2025**

Review History: [03/14/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/4/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy ED: Bus Drivers

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

BUS DRIVERS MEDICAL EXAM

The school boards of all districts operating school bus transportation are authorized and directed to establish a salary schedule for school bus drivers. No school district shall be entitled to receive the funds herein allotted for transportation unless it pays each of its nonstudent adult school bus drivers paid from such transportation allotments a minimum of One Hundred Ninety Dollars ($190.00) per month. In addition, local school boards may compensate school bus drivers, to include temporary or substitute bus drivers, for actual expenses incurred when acquiring an initial commercial license or any renewal of a commercial license in order to drive a school bus. In addition, local school boards may compensate school bus drivers, to include temporary or substitute bus drivers, for expenses, not to exceed One Hundred Dollars ($100.00), when acquiring an initial medical exam or any renewal of a medical exam, in order to qualify for a commercial driver's license. ' 37-151-85 (4) (2006)

The State Board of Education shall prescribe keeping and preservation of all records and the making of all reports and the description thereof as the Board may deem necessary for the efficient operation of the school transportation system of the state.

All contracts for the purchase of school transportation equipment and the employment of drivers therefor shall be subject to the approval of the State Board of Education. (37-41-87)

Police may stop a publicly-owned school bus to ascertain whether its use is authorized by law.

It shall be a misdemeanor for any person to use a publicly-owned school bus for any purpose other than one in connection with the school, and upon conviction thereof, such person shall be fined not less than fifty dollars ($50.00). When any publicly-owned school bus is being operated on the public roads or highways at a time other than the usual and customary time for the transportation of children to and from the public schools, members of the highway safety patrol, sheriffs, constables, and other peace officers shall have the power and authority to stop such bus for the purpose of ascertaining whether the trip then being made is authorized by law. If it is found that such trip is unauthorized, such highway patrolman, sheriff, constable, or other peace or police officer shall immediately report the same to the Board and to the State Department of Education.

The State Board of Education is authorized, empowered, and directed to promulgate rules and regulations for:

1. Setting standards for school bus routes;
2. Approving or disapproving plans for school routes;
3. Setting standards for school buses;
4. Setting standards for school bus drivers;
5. Formulating procedure for selecting school bus drivers;

6. Formulating courses of training for school bus drivers and mechanics, and assist in administering and financing such courses;

7. Providing operation procedures for school buses to insure safety of pupils;

8. Furnishing consultative supervision for the operation of county school bus garages, and approving plans for such garages and the proposed expenditure of transportation funds therefor;

9. Formulating specifications for use in purchasing school buses, equipment, and supplies; getting bids on school buses, equipment, and supplies; and fixing prices which counties or districts may not exceed in purchasing buses, equipment, and supplies for said buses;

10. Providing a system of records and reports for the purpose of carrying out the provisions of section 37-41-1 to 37-41-51, and providing the county Superintendent and the Superintendent of the municipal separate school districts with added territory with a sufficient supply of report forms;

11. Conduct upon said buses; and

12. The method by which and the circumstances in which any individual who is not a student scheduled to be a passenger upon that particular bus, a member of the public school administration or faculty or a law enforcement official may obtain entry upon said buses.

All rules and regulations adopted and promulgated by the State Board of Education shall be furnished to the County Board of Education not less than thirty (30) days prior to the effective date of such rules and regulations.

It is unlawful for any individual, other than a student scheduled to be a passenger upon a particular bus, a member of the public school administration or faculty, or a law enforcement official, to directly or indirectly interfere in any way with passenger ingress and egress or the operation, including unauthorized boarding thereof, of a bus used in public school student transportation unless permission has been obtained as prescribed by pertinent rules and regulations promulgated by the State Board of Education or this school authority.

VEHICLE OPERATOR'S LICENSE – COMMERCIAL DRIVER'S LICENSE REQUIREMENTS

Each bus driver employed by the Harrison County School District must have a commercial driver's license as of April 1992, as required by State Law. After one year of initial employment, all commercial driver's license expenses will be reimbursed and all renewals thereafter as long as the driver is employed by the Harrison County School District.

The employee has the responsibility to possess a valid operator's license before operating a school-owned vehicle. It is also an employee's responsibility to notify his/her immediate supervisor upon return to work after his/her vehicle operator's license is expired, revoked, suspended, or voided for any reason. It is further a responsibility of the employee to report any charge or conviction (including D.U.I.) which might result in classification as a high-risk driver. Each employee must sign a statement to the effect that he/she understands that operating a school-owned vehicle while his/her license is expired, revoked, suspended, or voided could result in severe disciplinary action, including termination.

The vehicle operator's license of each employee who operates school-owned vehicles will be verified annually by the transportation department of the district.

A record of these annual verification's will be maintained by the Director of Transportation.

BUS DRIVERS

Regulations and requirements governing bus drivers of the Harrison County School District are published in the *Bus Driver Handbook* as official statements of Board policy.

DUTIES

1. All drivers shall be responsible for the safety of each child who rides his/her bus.

2. Each driver shall be responsible for keeping his bus clean at all times. All buses will be swept at least once per day.

3. Each driver shall keep such transportation records and reports as may be required.

4. Each driver shall observe and obey all local and state school bus transportation laws.

5. Each driver shall be in charge of his/her bus and shall report in writing all misconduct on the parts of students to the principal of the school which the student attends.

6. Each driver shall cooperate with the transportation supervisor in reporting defective equipment, needed repairs, flat tires, and other irregularities.

7. All accidents are to be reported to transportation supervisor immediately after the accident and also in writing.

8. Each driver shall operate his/her bus in such a manner as to maintain his/her schedule, assure safety of pupils on the bus, and protect the bus from abuse.

9. The driver shall not use the bus for his/her own personal transportation or convenience at any time. It is a violation of state law for a driver to use a district owned bus for his/her own personal transportation.

10. Each trip other than on the regular school route shall be made on written instructions from the Superintendent as provided in the rules and regulations of the State Board of Education governing the use and operation of school buses owned by school districts for the purpose of transporting children to and from school programs as authorized by House Bill No. 6 of the Laws of Mississippi, Extraordinary Session of 1953, and such trips shall not be made unless the driver has in his/her possession on the bus the written instructions from the Superintendent for the specific trip being made. The Superintendent shall authorize no extra trips except those specifically approved by the Board and recorded in the official minutes of the Board.

11. No child will be charged a fee to ride a bus on a school sponsored field trip.

12. The driver shall park the bus at night and on weekends at a place designated by the transportation supervisor. If their designated place is at the driver's home, he/she shall be responsible for its safekeeping while it is parked there.

13. The driver shall permit no one except the state approved substitute driver to drive his/her bus.

14. No bus driver shall change his/her bus route or bus stops unless approved by the transportation supervisor or principal.

15. The driver shall not permit any person to ride the bus at any time who is not officially enrolled in the county public schools unless prior approval has been obtained from the School Board.

16. Each driver shall attend all transportation safety meetings upon request of the transportation supervisor.

17. All district safety meetings shall be called two weeks in advance. Anyone not present should submit a written request to be absent to the transportation supervisor. The supervisors will be solely responsible for excusing drivers.

18. The driver shall be required to faithfully perform his/her duties as driver as provided in these rules and regulations and the regulations of the State Board of Education.

19. Reverse gear is not to be used on any campus. Reverse gear is to be used in other incidents only when a flagman is present.

SUBSTITUTE BUS DRIVERS

Substitute bus drivers shall possess the same qualifications as the regular driver and shall be governed by the same rules, regulations and laws as the regular driver. All substitute drivers will be paid by the county office.

This School Board is authorized and empowered to purchase, own and operate, under such rules and regulations as may be prescribed by the State Board of Education, motor vehicles and other equipment for the transportation of children to and from the public schools of the respective counties and school districts, and to provide for the servicing, repair, care and maintenance of such county or district-owned motor vehicles and to employ drivers for the operation thereof, and to establish, erect and equip school bus shops or garages, and purchase land therefore, all under such rules and regulations as may be prescribed by the State Board of education. §37-41-81 (1987)

This School Board is authorized and empowered to expend the necessary amounts from the available transportation funds of the school district for the purchase of such transportation equipment, the servicing, repair and maintenance thereof and for the payment of the salaries of persons employed to drive or operate such transportation equipment, and to establish, erect and equip school bus shops or garages, and purchase land therefor. §37-41-83 (1987)

This School Board shall not purchase any school bus or pupil transportation service vehicles as authorized by Section 37-41-81 except in the manner prescribed in Section 37-41-101. No school bus shall be purchased or otherwise acquired which does not conform to the specifications provided by the State Board of Education. §37-41-85 (1987)

This School Board, with the approval of the State Board of Education, may borrow money for the purchase of school transportation equipment or to establish, erect and equip school bus shops or garages, and purchase land therefor, and issue the negotiable notes or bonds of the school district as evidence of the indebtedness so incurred. §37-41-89 (1987)

The Superintendent shall operate and manage the student transportation program of this school district according to the Pupil Transportation Guide for Superintendents.

Please refer to Standard 29

Mississippi Public School Accountability Standards

MS Code	Description
37-151-85	37-151-85

Cross References	Description
EDAB	Insulin Dependent Bus Drivers

Policy EDA: Student Transportation

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 07/22/2024 | **Last Reviewed Date:** 10/27/2025

STUDENT TRANSPORTATION

School transportation services will be provided for students to and from school and for transporting students to and from curricular and extracurricular activities sponsored by the district, transporting from one school or facility to another, school-sponsored field trips that are extensions of classroom learning experiences. Transportation will be provided for homeless students to and from the student's school of origin. School of origin means the school that the student attended when permanently housed or the school in which the student was last enrolled. These services shall be provided throughout the regularly scheduled year and during the regular school day as determined by the board.

Students living within specified attendance boundaries shall receive transportation services to their respective schools. In addition, students, including those receiving special education, may be eligible for transportation for health or safety reasons.

Miles from school will be determined by the Superintendent or his designee in accordance with applicable state law, Department of Transportation regulation and district policy.

TITLE I FUNDS

Transportation will be provided to a student of a school receiving Title I funds to attend a district school out of the student's attendance area because his/her home school has been identified as in need of improvement, corrective action or restructuring. Such transfers will be permitted and transportation provided only to a safe school that has not been identified for improvement, corrective action or restructuring. The obligation of the district to provide for transportation will terminate at the end of the school year if the school from which the student transferred is no longer in school improvement.

In the event all other district schools a student may transfer to have also been identified as in need of improvement, corrective action or restructuring or there is no other district school to which the student may transfer, the district shall, to the extent practicable, establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided for in accordance with the agreement.

If there are no district schools to which students can transfer because: (1) all schools at a grade level are in school improvement; (2) there is only one school in the district; or (3) the rural or isolated nature of the school district prevents choice, the district must notify the parents that the student's school has been identified for school improvement but that no choices are currently available.

COOPERATIVE AGREEMENTS

The district may also provide transportation using federal funds or through cooperative agreements with local victims assistance units for a student to attend a safe district school out of the student's attendance area for any student who is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends or the student attends a school identified as persistently dangerous. Note: Federal funds means funds available through Title IV, Part A, and Title V, Part A.

Transportation provided will, to the extent possible, be to a school that is making adequate yearly progress and that has not been identified as in need of improvement, corrective action or restructuring. If there are no other schools within the district a student may

transfer to, the district may establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided in accordance with the agreement. Note: If there is not another school in the district to which students can transfer, districts are encouraged, but not required to, explore other appropriate options, i.e., an agreement with a neighboring district.

STUDENT CONDUCT

School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted in each school bus [or school activity vehicle]. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the school bus [vehicle] driver to school administration. Violators may be denied use of transportation for a period of time as deemed proper by the building principal.

BUS DRIVERS

The [building principal] or designee shall ensure transportation officials and drivers receive notification of students having special medical or behavioral protocols identified in student records.

Information and/or training, including confidentiality requirements, will be provided to drivers, as appropriate.

The school bus [vehicle] driver will be responsible for the school bus [vehicle] at all times from departure until return. The driver will not participate in any activities that might impair his/her driving abilities.

Children in Foster Care

The superintendent or designee shall coordinate activities relating to the District's provision of services to children placed in foster care, including transportation services, when the District is notified by Child Protective Service in writing that the Child Protective Services has foster care students in need of services.

The District will collaborate with the Child Protective Services when transportation is required to maintain children placed in foster care in a school of origin outside their usual attendance area or District when in the best interest of the student.

The superintendent or designee, will collaborate with appropriate officials of the Child Protective Services and officials from related districts/agencies to consider how such transportation is to be promptly arranged and funded in a cost effective manner.

If there are additional costs to be incurred in providing transportation to maintain a student in the school of origin, the District will provide transportation to such school if:

- The Child Protective Services agrees to reimburse the District for the cost of such transportation;
- The District agrees to pay for the cost of such transportation; or
- The District and the Child Protective Services agree to share the cost of such transportation.

The district will comply with all state and federal laws and regulations pertaining to school bus transportation.

SPECIAL TRANSPORTATION POLICY

I. General Information

1. **Service Provision:**
   - Special transportation is provided for students with qualified special needs as stated in their individualized educational plan (IEP).
   - Students will be picked up and dropped off at an approved bus stop within 5 minutes of the scheduled time. Please note that special transportation bus routes can change without much notice due to the increases and decreases in ridership.
2. **Communication:**
   - Effective communication with students, parents, teachers, and administrators is crucial for safe and adequate transportation
3. **Request and Approval:**
   - Special transportation requests must be submitted at the student's home school during or after the IEP meeting which has determined the student need for the special transportation.
   - Allow up to 3 working days for routing new students or changing pick-up/drop-off locations.

II. Parent Responsibilities

1. **Missed Pick-up:**
   - Parents must transport their children to school if they miss the bus, as drivers are not required to return.
   - Notify the transportation office if the child needs to ride the bus home after a missed pick-up.
2. **Loading and Unloading Assistance:**
   - Parents or childcare providers are responsible for assisting the child on and off the bus. This includes opening and closing the lift door when needed.
3. **Communication with Transportation Office:**
   - Inform the driver or transportation office (228-832-4107) if the child will not ride the bus on any given day and when the child will resume riding.
   - After three consecutive absences, the child will not be picked up until notification is received.
4. **Supervision:**
   - Ensure a responsible person is present at home or the bus stop when the child returns from school.

III. Medication Policy

1. **Medication Handling:**
   - Bus drivers and aides do not dispense medications.
   - Special Education students may not carry prescription medication on their person.

- Any student who requires medication to be given at school or transported, must comply with the school district policy for the administration of medication. Once all required documentation has been completed at the school, any student medication that must be transported must be in the original container, labeled with the student's name and school, and given to the driver or assistant.

IV. Wheelchair Requirements

1. **Wheelchair Maintenance:**

- Ensure the wheelchair is in good repair, including:
- Structurally sound frame
- Working brakes
- Stable, inflated, and aligned wheels
- Headrest or extended back and footrests
- Secure lap belt attached to the chair frame
- No acid batteries in motorized chairs
- Any "Tilt 'n' Space" mechanism must be locked
- Secure chest harness, neck collar, heel loops, and functioning lock mechanisms.

2. **Boarding and Securing:**

- Students should transfer to a bus seat when possible.
- The driver or aide will secure the wheelchair using a four-point tie-down system in a forward-facing configuration.
- Parents or childcare providers are responsible for opening the lift door and assisting the student onto the lift. Once the student is secured on the bus and the lift is stowed, the parent or childcare providers will then close and secure the lift door.

3. **Lift Procedures:**

- Only the student rides on the lift.
- The driver or aide assists with the lift while ensuring the wheelchair is properly positioned and secured.

V. Loading and Unloading at School

1. **Assistance:**

- Teachers or teacher assistants will assist students during loading and unloading at school. This includes opening and closing the lift door when needed.

2. **Notification:**

- Drivers will contact parents before the first day of school to provide pick-up and drop-off times.
- Changes in the number of student riders may affect pick-up and drop-off times throughout the year.

3. **Drop-off Procedures:**

- The driver will follow these steps if no one is present at the scheduled drop-off time:
- Attempt to contact emergency numbers.
- Continue the route and, if practical, make a second drop-off attempt.
- If no one is available the second time, the child will be returned to school.

VI. Student Information

1. **Documentation:**

- Special Transportation Forms, completed as part of the IEP process, must include pertinent information and instructions.
- All changes to student information must be reported to the school and submitted to the transportation office in writing.

VII. Contact Information

Transportation Office: 6:00 AM to 5:00 PM, 228-832-4107

Special Education Office: 8:00 AM to 4:00 PM, 228-832-9344

MS Code	Description
37-13-92	Alternative school program for compulsory-school-age students; transportation of students; expenses.
37-41-3	Pupils entitled to transportation.
37-41-47	Speed of school bus; penalty.
37-41-5	Transportation of children under extraordinary circumstances and conditions.
37-41-53	Inspections and safety requirements for motor vehicles used for public school district transportation; condemnation of unsafe school district buses; penalities for operation of condemned bus.
37-41-55	Duties of driver of school transportation vehicle used to transport pupils upon approaching railroad crossing or highway intersection.
37-41-57	Promulgation of regulations governing design and operation of school buses.

Cross References	Description
EDAA	Student Transportation Management School-Owned Buses
EDC	Bus Safety Program
EDD	Student Transportation Management Scheduling and Routing
JQO	Foster Care Plan

Policy EDAA: Student Transportation Management School-Owned Buses

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 07/11/2022 | **Last Reviewed Date:** 10/27/2025

STUDENT TRANSPORTATION MANAGEMENT SCHOOL-OWNED BUSES

This school board is authorized and empowered to purchase, own and operate, under such rules and regulations as may be prescribed by the State Board of Education, motor vehicles, electric vehicles and other equipment for the transportation of children to and from the public schools of the respective counties and school districts, and to provide for the servicing, repair, care and maintenance of such county or district-owned motor vehicles and to employ drivers for the operation thereof, and to establish, erect and equip school bus shops or garages, and purchase land therefor, all under such rules and regulations as may be prescribed by the State Board of Education. 37-41-81

In the event the students are being transported to and from school or to school related activities by a mode of transportation other than that furnished by the School District, then it shall be at the discretion of the parents of the students to permit the mode and type of transportation.

EXPENDITURE OF FUNDS

This school board is authorized and empowered to expend the necessary amounts from the available transportation funds of the school district for the purchase of such transportation equipment, the servicing, repair and maintenance thereof and for the payment of the salaries of persons employed to drive or operate such transportation equipment, and to establish, erect and equip school bus shops or garages, and purchase land therefor. 37-41-83

This school board shall not purchase any school bus or pupil transportation service vehicle as authorized by Section 37-41-81 except in the manner prescribed in Section 37-41-101. No school bus shall be purchased or otherwise acquired which does not conform to the specifications provided by the State Board of Education. 37-41-85

This school board, with the approval of the State Board of Education, may borrow money for the purchase of school transportation equipment or to establish, erect and equip school bus shops or garages, and purchase land therefor, and issue the negotiable notes or bonds of the school district as evidence of the indebtedness so incurred. 37-41-89

The superintendent shall operate and manage the student transportation program of this school district according to the most recent edition of Pupil Transportation Guide for Superintendents.

BUS AND DRIVER SAFETY

All buses are inspected on a quarterly basis and are well-maintained and clean. Each bus driver has a valid bus driver certificate and a commercial driver's license and operates the bus according to all specified safety procedures. The school district has on file a yearly motor vehicle report on each driver and evidence that each driver has received two hours of in-service training per semester.

Bus schedules ensure arrival of all buses at their designated school sites prior to the start of the instructional day. Emergency bus evacuation drills are conducted at least two times each year.

NOTE: Please refer to Pupil Transportation Guide for Superintendents, published by the Mississippi Department of Education.

MS Code	Description
37-41-81	General grant of authority.
37-41-83	Power to expend funds.

MS Code	Description
37-41-85	Purchases to be in manner prescribed by regulations.
37-41-89	Authority to borrow money.

Cross References	Description
EDA	Student Transportation
EDAC	Contracted Bus Service
EDC	Bus Safety Program
EDD	Student Transportation Management Scheduling and Routing
EDDA	Special Use of School Buses
EDF	Transportation Records

Policy EDAAA: School District Identification on School Buses

Status: ADOPTED

Original Adopted Date: 03/07/2016 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

School District Identification on School Buses **EDAAA** (July 2014)

All publicly owned school district buses and all which are hereafter acquired and all publicly owned school district buses which, shall hereafter be repainted, with the name of the county or school district owning same painted on both sides of the bus. Such words shall be painted on each such bus in letters at least five (5) inches in height and in a color which is in contrast with the color of the vehicle.

Any contract entered into by this school district for the operation, rental or leasing of school buses with private or public entities shall stipulate in the contractual agreement that the entity from whom the school bus is rented, leased or purchased, or which is providing the transportation service, shall cause to be placed on the bus, the required district-identifying signage before delivery of the school bus into possession of the school district.

Legal reference: Mississippi Code of 1972 37-41-3, 37-41-29 and 37-41-31

Last Review Date: **October 27, 2025**

Review History:[02/15/16][03/07/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/4/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

MS Code	Description
37-41-29	Private transportation of pupils shall be replaced by public transportation; continuation of existing or approval of new private contracts under certain circumstances; contents of contract.
37-41-3	Pupils entitled to transportation.
37-41-31	Awarding of private transportation contracts.

Policy EDAB: Insulin Dependent Bus Drivers

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

INSULIN DEPENDENT BUS DRIVERS

The [SITENAME] School Board seeks to employ and maintain qualified persons to serve as bus drivers in the district. In compliance with Section ' 63-1-208 of the Mississippi Code of 1972 bus drivers who are insulin dependent must meet the following requirements:

Notwithstanding any requirement imposed by state law or state or federal regulations restricting the issuance of a commercial driver's license to a person suffering from diabetes, a person suffering from diabetes may be issued a commercial driver's license if the person otherwise meets all qualifications for issuance provided:

1. The driver is physically examined every year, including an examination by a board-certified/eligible endocrinologist attesting to the fact that the driver is:
    1. Free of insulin reactions (an individual is free of insulin reactions if that individual does not have severe hypoglycemia or hypoglycemia unawareness, and has less than one (1) documented, symptomatic hypoglycemic reaction per month);
    2. Able to and has demonstrated willingness to properly monitor and manage the person's diabetes; and
    3. Not likely to suffer any diminution in driving ability due to the person's diabetic condition.
2. The driver agrees to and complies with the following conditions:
    1. A source of rapidly absorbable glucose shall be carried at all times while driving;
    2. Blood glucose levels shall be self-monitored one (1) hour prior to driving and at least once every four (4) hours while driving or on duty prior to driving using a portable glucose monitoring device equipped with a computerized memory;
    3. Submit blood glucose logs to the endocrinologist or medical examiner at the annual examination or when otherwise directed by the Department of Public Safety;
    4. Provide a copy of the endocrinologist's report to the medical examiner at the time of the annual medical examination; and
    5. Provide a copy of the annual medical certification to the person's employer for retention in the driver's qualification file and retain a copy of the certification on his person while driving for presentation to a duly authorized federal, state or local enforcement official.
3. The commercial license issued under this subsection will bear an endorsement restricting commercial driving on the license to driving only within the boundaries of Mississippi.

This policy hereby directs the superintendent to develop procedures to insure that insulin dependent bus drivers are in compliance with these requirements.

MS Code	Description
63-1-208	Commercial driver's license qualification standards.

Cross References	Description
ED	Bus Drivers
GCD	Classified Personnel Hiring
GCD-E(1)	Classified Personnel Hiring

Policy EDAC: Contracted Bus Service

Status: ADOPTED

Original Adopted Date: 10/27/2025 | **Last Reviewed Date:** 10/27/2025

It shall be the duty of this school board, as existing private contracts providing for the transportation of school pupils expire, to replace such private transportation with publicly owned transportation unless publicly owned transportation is deemed impractical. This school board may acquire, when so requested by holders of private transportation contracts, from such holders of private transportation contracts, all buses which, in the opinion of the school board, can be practicably operated as units of the public transportation system. The actual market value shall be paid therefor, said value to be determined by an appraisal by three (3) experienced and impartial citizens, the selection of whom shall be mutually agreed upon by the parties thereto.

With the approval of the State Board of Education, present private contracts providing for transportation of school pupils may be continued, or new contracts may be entered into whenever it is deemed that the needs of the pupils can best be served by such method of transportation. However, in no case shall the amount allotted per pupil from state funds for transportation in facilities provided by private contracts exceed the amount allowed per pupil from state funds for public transportation in the same county and district.

Before any money is allocated or disbursed from the state transportation funds to any school board which is transporting children under private contracts, written contracts shall be entered into by and between the respective carriers and school boards. A copy of each contract shall be filed with the superintendent of schools or the administrative superintendent, and a like copy shall be filed with the State Board of Education.

The aforesaid contract shall show the length of the route, the amount of money to be paid the carrier, the type and condition of the bus, and any other information which may be required by the State Board of Education. This school board is not required to file a copy of any private contract for transportation of exceptional children under extraordinary circumstances with the State Board of Education. ' 37-41-29 (1988)

AWARDING OF PRIVATE CONTRACTS

In each case where pupils are transported to and from the public schools in this state in privately owned vehicles, the contract for such transportation shall be let to the lowest responsible bidder who is able to furnish a solvent bond for the faithful performance of his contract. This shall be done after each route over which such pupils are to be transported has been laid out and established as provided in this chapter. Such contracts shall be awarded upon receipt of sealed bids or proposals after the time and place of letting such contracts and the manner of bidding have been duly advertised in some newspaper published in the county in accordance with the procedures provided in MS Code Section 31-7-13 (c). If no newspaper is published in the county, then the advertisement shall be made by publication for the required time in some newspaper having a general circulation therein, and therein, and, in addition, by posting a copy thereof for said time in at least three (3) public places in said county, one (1) of which shall be at the county courthouse in each judicial district of the county. The awarding of all such contracts shall, however, in all respects be subject to the provisions of Section 37-41-29. ' 37-41-31 (2003)

EXCEPTIONAL CHILDREN

Private contracts for the transportation of exceptional children, as defined in Section 37-23-3, may be negotiated by the school board without the necessity of the advertising for or taking of bids. The same may apply under extraordinary circumstances where regular transportation is considered to be impractical, with prior approval of the State Department of Education. This school board may negotiate and contract for the transportation described so long as it complies with the school transportation regulations promulgated by the State Board of Education. ' 37-41-31 (2003)

LENGTH OF CONTRACTS

Contracts shall be made for four (4) years, at the discretion of this school board. Any and all bids may be rejected. At the expiration of any transportation contract, if the school board believes a route should remain substantially as established and finds that the carrier thereon has rendered efficient and satisfactory services it may, with the approval of the State Board of Education, extend the contract for not more than four (4) years, subject, however, to the provisions of Section

37-41-29. ' 37-41-31 (2003)

MS Code	Description
37-41-29	Private transportation of pupils shall be replaced by public transportation; continuation of existing or approval of new private contracts under certain circumstances; contents of contract.
37-41-31	Awarding of private transportation contracts.

Cross References	Description
EDAA	Student Transportation Management School-Owned Buses

Policy EDAE: Use of Private Vehicles for School Purposes

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 03/07/2022 | **Last Reviewed Date:** 10/27/2025

USE OF PRIVATE VEHICLES FOR SCHOOL PURPOSES

The school district discourages the use of privately owned vehicles for transporting students on behalf of the school. Should occasion arise when a privately owned vehicle must be used to transport students, the following provisions must be met. Under no circumstances should a privately owned vehicle be used when there is a National Transportation Safety Board approved student transportation vehicle available.

1. The school district employee must provide the district with proof of liability insurance to cover all risks associated with driving an automobile.

2. Each use of the automobile must be approved in writing by the principal and/or the superintendent. No administrator shall approve use of the employee owned vehicle when school district owned vehicles are available.

3. No one shall be permitted to operate the vehicle other than the school district employee.

4. There shall be a check of driving record of each school employee permitted to operate a school owned vehicle or a privately owned vehicle on behalf of the school district. No employee shall be allowed to operate a vehicle in order to transport students if their driving record contains, but is not limited to, a DUI or a reckless driving charge.

5. Under no circumstances will the operator allow more than 6 elementary age, or 4 junior or senior high school students to ride in the vehicle at any one time.

Cross References	Description
JGFB	Off-Campus Student Educational Activity
JGFB-E(1)	Off-Campus Student Educational Activity
JGFF	Automobile Use

Policy EDAF: School Bus Turnaround

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

SCHOOL BUS TURNAROUND

1. The board of supervisors of any county is hereby authorized and empowered, in its discretion, to grade, gravel or shell, repair, and/or maintain private gravel or shell roads of driveways to private residences if such roads or driveways are used for school bus turnarounds.

2. Prior to engaging in the work authorized in subsection (1) of this section, the board of supervisors shall spread upon the official minutes of the board:

    1. The written request of the school board for such work;

    2. The written approval of the board of supervisors for such work;

    3. The specific location of the road or driveway to be worked; and

    4. The name of the owner of the road or driveway to be worked.

3. The written request of the school board, as required in subsection (2)(a) above, shall contain a current list of all active school bus turnarounds presently in use by the school district or contemplated for use by the school district for the present school year. The approval by the board of supervisors shall be valid and effective for the period of time that a turnaround is anticipated for use, but in no event for a period greater than one (1) year.

4. In addition to the authority granted in subsection (1) of this section, from and after October 1, 1989, the board of supervisors of any county is further authorized, in its discretion, to maintain public school grounds of the county and to grade, gravel, shell or overlay, and/or to maintain gravel, shell asphalt or concrete roads, driveways or parking lots of public schools of the county if, before engaging in such work, the board of supervisors shall spread upon its official minutes the written request of the school board for such work, the written approval of the board of supervisors for such work and the specific location of the school grounds or road, driveway or parking lot, to be worked.

5. In addition to any other authority granted in this section, the board of supervisors of any county is hereby authorized, in its discretion, to repair and maintain driveways and parking lots of: (a) any nonprofit organization in the county which is tax exempt under Section 501(c) of the United States Internal Revenue Code and which has as one (1) of its primary purposes for organization to aid and assist in the rehabilitation of persons suffering from drug abuse or drug addiction; and (b) any private, nonprofit cemeteries in the county. The board of supervisors of any county shall not be authorized under the provisions of this subsection to repair or maintain driveways or parking lots more than one hundred fifty (150) feet from the center of any highway, road or street under the jurisdiction of the county. ' 19-3-42 (1990)

MS Code	Description
19-3-42	Maintenance of private roads and driveways used for school bus turnarounds; public school grounds; driveways and parking lots of nonprofit organizations.

Policy EDAH: Bus Idling/Idle Reduction for Buses

Status: ADOPTED

Original Adopted Date: 11/14/2022 | **Last Reviewed Date:** 10/27/2025

Bus Idling/Idle Reduction for Buses

This policy applies to the operation of every district-owned school bus. Diesel exhaust from idling school buses can accumulate in and around the bus and pose a health risk to children, drivers and the community at large. Exposure to diesel exhaust can cause lung damage and respiratory problems. Diesel exhaust also exacerbates asthma and existing allergies, and long-term exposure is thought to increase the risk of lung cancer. Idling buses also waste fuel and financial resources.

All unnecessary idling by district school buses shall be eliminated and idling time shall be minimized in all aspects of school bus operation.

The below guidance shall be followed by all district-owned school buses:

1. When loading students bus drivers will turn off their buses as soon as soon as possible to eliminate idling time and reduce harmful emissions. The school bus should not be restarted until it is ready to depart. Exceptions include conditions that would compromise safety, such as extreme weather.

2. Limit the idling time during early morning warm-up to 3-5 minutes in all but the coldest or warmest weather.

3. Buses should not idle while waiting for students during field trips, extracurricular activities, or other events where students are transported off school grounds.

4. In cold weather, if the warmth of the bus is an issue, idling is to be at a very minimum and occur outside the school loading zone. The "warmed" bus is to enter the school zone as close to pick-up time as possible.

MS Code	Description
37-11-71	Self-administration of Asthma and Anaphylaxis Medication

Cross References	Description
JG	School Wellness Policy

Policy EDC: Bus Safety Program

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 11/04/2020 | **Last Reviewed Date:** 10/27/2025

BUS SAFETY PROGRAM

The State Board of Education is authorized, empowered and directed to promulgate rules and regulations for providing operation procedures for public school buses to insure safety of pupils. ' 37-41-1(g) (1987)

AUTHORIZED USE

It shall be a misdemeanor for any person to use a publicly owned school bus for any purpose other than one in connection with the school, and upon conviction thereof such person shall be fined not less than Fifty Dollars ($50.00). When any publicly owned school bus is being operated on the public roads or highways at a time other than the usual and customary time for the transportation of children to and from the public schools, members of the Highway Safety Patrol, sheriffs, constables and other peace officers shall have the power and authority to stop such bus for the purpose of ascertaining whether the trip then being made is authorized by law. If it be found that such trip is unauthorized, such highway patrolman, sheriff, constable or other peace or police officer shall forthwith report the same to the school board owning such bus and to the State Department of Education. ' 37-41-45 (1987)

SPEEDING PROHIBITED

It shall be unlawful for a driver of any school bus, whether a public or a contract bus, to drive said bus at a speed greater than forty-five (45) miles per hour while transporting children to and from school on regular routes; however, the maximum speed for interstate highways shall be sixty-five (65) miles per hour. However, any such driver, while operating a school bus on other authorized trips, shall not drive said school bus at a speed greater than fifty (50) miles per hour, except the maximum speed for interstate highways shall be sixty-five (65) miles per hour. Any person who shall violate the provisions of this section shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not less than twenty-five dollars ($25.00) nor more than one hundred dollars ($100.00) for each offense. In addition thereto, upon such conviction, such driver may be discharged from further employment as a school bus driver or carrier and his contract as such may be terminated. ' 37-41-47 (1982)

VEHICLE INSPECTION AND SAFETY

Each school board, person, firm or corporation transporting public school children on the public roads, streets and highways of the state with motor vehicles shall have said motor vehicles inspected according to the laws of the state and according to the regulations of the State Board of Education. Each motor vehicle shall be inspected by a competent mechanic to be safe for transporting pupils on the roads, streets and highways of the state before it is released for such purpose. If such motor vehicle is found to be unsafe for transporting pupils, then it shall be properly repaired or adjusted as necessary before being used to transport pupils. The provisions of this paragraph shall not apply to vehicles owned by individuals and under private contract to the school district and used exclusively for transporting members of their immediate families.

The State Department of Education may, at its discretion, inspect any school bus used for transporting pupils to and from the public schools or for activity purposes to determine the safety of such motor vehicle for operation on the roads, streets and highways of this state. In the event a vehicle is inspected and is found to be unsafe for transporting pupils, a report shall be filed with the appropriate school official indicating its deficiencies with recommendations for correcting such deficiencies.

If it is determined that any buses are in such defective condition as to constitute an emergency safety hazard, those buses may be condemned and removed from service and shall not be returned to service until adequate repairs are completed and such buses are re-inspected by the State Department of Education. Any school official who approves the operation of any school bus that has been removed from service under the conditions listed above, prior to being re-inspected by the State Department of Education, shall be guilty of a misdemeanor and upon conviction shall be punished by imprisonment in the county jail for a period not to exceed sixty (60) days, or a fine of not less than Five Hundred Dollars ($500.00) nor more than One Thousand Dollars ($1,000.00), or by both such fine and imprisonment, in the discretion of

the court. ' 37-41-53 (1992)

REQUIREMENTS FOR CONTRACT

The State Board of Education shall adopt and enforce regulations not inconsistent with the traffic laws and regulations of this state to govern the design and operation of all school buses used for the transportation of school children when owned and operated by any school board or privately owned and operated under contract with any school board in this state. Such regulations shall by reference be made a part of any such contract with a school board. Every school board, its officers and employees, and every person employed under contract by a school board shall be subject to said regulations.

Any officer or employee of this school board who violates any of said regulations or fails to include the obligation to comply with said regulations in any contract executed by them on behalf of a school board shall be guilty of misconduct and subject to removal from office or employment. Any person operating a school bus under a contract with a school board who fails to comply with any of said regulations shall be guilty of breach of contract and such contract shall be canceled after notice and hearing by the responsible officers of such school board. ' 37-41-57 (1987)

The Mississippi Public School Accountability Standard for this policy is standard 29.

MS Code	Description
37-41-1	Promulgation of rules and regulations; applicability of chapter.
37-41-45	Police may stop publicly-owned school bus to ascertain whether its use is authorized by law.
37-41-47	Speed of school bus; penalty.
37-41-53	Inspections and safety requirements for motor vehicles used for public school district transportation; condemnation of unsafe school district buses; penalities for operation of condemned bus.
37-41-55	Duties of driver of school transportation vehicle used to transport pupils upon approaching railroad crossing or highway intersection.
37-41-57	Promulgation of regulations governing design and operation of school buses.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EBBA	School Safety Plan
EDA	Student Transportation
EDAA	Student Transportation Management School-Owned Buses
EDDB	Walkers and Riders
JCDAD	Bus Conduct
JGF	Student Safety

Policy EDD: Student Transportation Management Scheduling and Routing **Status:** ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 02/06/2017 **| Last Reviewed Date:** 10/27/2025

EDD

STUDENT TRANSPORTATION MANAGEMENT SCHEDULING AND ROUTING

There shall be no duplication of bus routes except in circumstances where it is totally unavoidable. 37-41-3

School transportation services will be provided for students to and from school and for transporting students to and from curricular and extracurricular activities sponsored by the district, transporting from one school or facility to another, school-sponsored field trips that are extensions of classroom learning experiences. Transportation will be provided for homeless students to and from the student's school of origin. School of origin means the school that the student attended when permanently housed or the school in which the student was last enrolled. These services shall be provided throughout the regularly scheduled year and during the regular school day as determined by the Board.

It shall be unlawful for the State Board of Education to allot any state funds to any school district for the transportation of pupils who are not entitled to such transportation, or for the transportation of pupils from one district to another if their grade or grades are taught in a school within the district wherein they reside, unless the transfer of such children from the district in which they reside to such districts shall have been approved in the manner provided by law. It shall be further unlawful for this school board to expend funds from any source whatsoever for the transportation of pupils from one district to another district if their grade or grades are taught in a school within the district where they reside, unless the transfer of such children from the district in which they reside to such other district shall have been approved in the manner provided by law. 37-41-21

LIABILITY

Any superintendent of schools, member of the school board, superintendent, principal or carrier, or bus driver, who shall knowingly make any false report, list or record, or who shall knowingly make use of any false report, list or record concerning the number of school children being transported or entitled to be transported in any county or school district shall be guilty of a misdemeanor and upon conviction shall be punished by imprisonment in the county jail for a period not to exceed sixty (60) days, or by a fine of not less than One Hundred Dollars ($100.00) nor more than Three Hundred Dollars ($300.00), or by both such fine and imprisonment, in the discretion of the court.

In addition, any such person shall be civilly liable for all amounts of public funds which are illegally, unlawfully or wrongfully expended or paid out by virtue of or pursuant to such false report, list or record, and upon conviction or adjudication of civil liability hereunder such person shall forfeit his license to teach for a period of three (3) years, if such person is the holder of such a license.

Any suit to recover such funds illegally, unlawfully, or wrongfully expended or paid out may be brought in the name of the State of Mississippi by the Attorney General or the proper district attorney or county attorney. In the event such suit be

brought against a person who is under bond, the sureties upon such bond shall likewise be liable for such amount illegally, unlawfully or wrongfully expended or paid out. ' 37-41-25

MS Code	Description
37-41-21	Only eligible pupils shall be reported in proposed plan.
37-41-25	False reports, lists or records; misdemeanor; criminal and civil penalties.
37-41-3	Pupils entitled to transportation.

Cross References	Description
EDA	Student Transportation
EDAA	Student Transportation Management School-Owned Buses

Policy EDDA: Special Use of School Buses

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 03/11/2019 | **Last Reviewed Date:** 10/27/2025

SPECIAL USE OF SCHOOL BUSES

This school board, subject to rules and regulations promulgated by the State Board of Education may permit:

- the use of publicly owned school buses for the transportation of participating students, teachers, coaches and sponsors in connection with athletic events, events of boys' and girls' clubs, events of Future Farmers of America or 4-H Clubs and special events in connection with the schools which the boards may consider a part of the educational program.

- the use of publicly owned school buses for the transportation of citizens for grand jury and other jury functions upon order of the court or as considered necessary by the school board during natural or man-made emergencies, hurricanes, tornadoes, floods and other acts of God.

- the use of publicly owned school buses for the transportation of citizens attending an air show or historic commemorative event held on a military base or military park located in the school district; provided that such determination shall be made upon the minutes of the school board and shall include an agreement with the military base or military park that it will indemnify and hold the school district harmless in any action regarding such transportation.

The superintendent or designee shall establish procedures specifying guidelines and consequences for violation of the policy.

MS Code	Description
37-41-27	School buses may be used for special events and during emergencies; school buses may be used to transport citizens attending air show or historic commemorative event on military base or military park under certain circumstances; transportation of students in vehicles other than school buses.

Cross References	Description
EDAA	Student Transportation Management School-Owned Buses

Policy EDDAA: Transporting Students to Events in Vehicles Other than Buses

Status: ADOPTED

Original Adopted Date: 03/07/2016 | **Last Reviewed Date:** 10/27/2025

Transporting Students to Events in Vehicles Other than School Buses

While students are being transported for trips to and from school sites or agricultural education sites or for trips to and from agricultural education-related events or competitions, school buses are to be used whenever practical.

This school board may regularly permit the use of motor vehicles other than school buses when the transportation is for trips to and from school sites or agricultural education sites or for trips to and from agricultural education-related events or competitions, but is not for customary transportation between a student's residence and such sites.

When the transportation of students is provided, in a vehicle other than a school bus that is owned, operated, rented, contracted, or leased by this school district, the following provisions shall apply:

1. The vehicle must be a passenger car or multipurpose passenger vehicle or truck, as defined in 49 C.F.R. Part 571, designed to transport fewer than ten (10) students. Students must be transported in designated seating positions and must use the occupant crash protection system provided by the manufacturer unless the student's physical condition prohibits such use.

2. An authorized vehicle may not be driven by a student on a public right-of-way. An authorized vehicle may be driven by a student on school or private property as part of the student's educational curriculum if no other student is in the vehicle.

3. The driver of an authorized vehicle transporting students must maintain a valid driver's license and must comply with the requirements of the school district's locally adopted safe driver plan, which includes review of driving records for disqualifying violations.

4. The superintendent or designee shall establish procedures specifying guidelines and consequences for violation of the policy.

Last Review Date: **May 20, 2024**
Review History:[02/15/16][03/07/16][12/18/17][01/08/18][02/18/19][03/11/19][11/4/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024]

MS Code	Description
37-41-27	School buses may be used for special events and during emergencies; school buses may be used to transport citizens attending air show or historic commemorative event on military base or military park under certain circumstances; transportation of students in vehicles other than school buses.

Policy EDDAC: Video Surveillance

Status: ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

The board authorizes the use of video cameras on district property to ensure the health, welfare, and safety of all staff, students, and visitors to district property, and to safeguard district facilities and equipment. Video cameras may be used in locations as deemed appropriate by the administration.

The district may notify staff and students through student/parent and staff handbooks that video surveillance may occur on district property.

Students or staff in violation of board policies, administrative regulations, building rules, or law shall be subject to appropriate disciplinary action. Others may be referred to law-enforcement agencies.

Video recordings may become a part of a student's educational record or a staff member's personnel record. The district shall comply with all applicable state and federal laws related to record maintenance and retention.

Last Review Date: **October 27, 2025**

Review History: [05/16/16] [06/06/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/4/19] [11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Exhibit EDDAC-E(1): Video Surveillance

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 08/04/2025 | **Last Reviewed Date:** 08/04/2025

See PDF on the next page.

Harrison County School District

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Telephone: (228)539-6500 Facsimile: (228)539-6507
William Bentz, Superintendent of Education

POLICY EDDAC VIDEO SURVEILLANCE ACKNOWLEDGEMENT OF PROCEDURES

EDDAC Video Surveillance states the board authorizes the use of video surveillance use on district property. The policy further states that the video recordings may become part of a student's educational record or a staff member's personnel record.

Due to the limited time said video is on the camera system servers and available to download it is imperative the following procedures be followed when the recordings become part of either record stated in the policy.

1. After any incident is reported search for possible video surveillance footage related to the incident in question.
2. Note files if video of incident is or is not found with date and time. (If not found and due to a problem, such as camera not working, video issues, record and send in work order).
3. If video of incident is found – immediately complete the video surveillance preservation form and send the form immediately to the Director of Security and Internal Compliance Office. By signing this acknowledgement form I understand it is my responsibility to comply with same and failure to comply with same can result in disciplinary actions.

Employee Name Printed: _____

Employee Signature: _____

Date: _____

Policy EDDB: Walkers and Riders

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

WALKERS AND RIDERS

Pupils of legal school age, which shall include kindergarten pupils, and in actual attendance in this school district who live a distance of one (1) mile or more by the nearest traveled road from the school to which they are assigned shall be entitled to transportation within the meaning of this chapter. Nothing contained in this section shall be construed to bar any child from such transportation where he or she lives less than one (1) mile and is on the regular route of travel of a school bus and space is available in such bus for such transportation. No state funds shall be paid for the transportation of children living within one (1) mile of the school, except as otherwise provided in this chapter, and such children shall not be included in transportation reports. In the development of route plans, economy shall be a prime consideration. There shall be no duplication of routes except in circumstances where it is totally unavoidable. The State Department of Education shall have authority to investigate school bus routing when there is reason to believe the provisions of this statute are being violated. The State Board of Education shall have authority to withhold transportation funds when school districts fail to correct unnecessary route duplication. Provided further, that all school districts are hereby authorized to lease or contract with any public or private individual, partnership, corporation, association, agency or other organization for the implementation of transportation of pupils as provided for in this section.

This school board may provide transportation to such crippled and physically handicapped children as may be designated by such board, when the failure to do so would result in undue hardship, even though the children are not otherwise entitled to transportation under the provisions of this chapter.

Where space is available, students attending junior colleges shall be allowed transportation on established routes in district-owned buses. However, no additional funds shall be allocated or expended for such purposes, and such persons shall not be included in transportation reports. ' 37-41-3 (1993)

In addition to public school students or pupils authorized to be transported to the public schools by virtue of Section 37-41-3, the local school board, with the concurrence of the board of supervisors, in their discretion and with local tax funds or other local contributions or support exclusively and without state appropriations, may provide transportation for students or pupils to the public schools whenever the within described boards or officers find that extraordinary circumstances and conditions are prevalent in said school district in regard to such matters as the public health and safety, school facilities, location of the school site, unusual economic growth and population expansion, newly expanded municipal corporation limits, the general welfare, and any other emergency facts and conditions which may be deemed by said authorities to be in the best interest of the political subdivision. ' 37-41-5 (1987)

MS Code	Description
37-41-3	Pupils entitled to transportation.
37-41-5	Transportation of children under extraordinary circumstances and conditions.

Cross References	Description
EDC	Bus Safety Program

Policy EDF: Transportation Records

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

TRANSPORTATION RECORDS

The State Board of Education shall prescribe keeping and preservation of all records and the making of all reports and the description thereof as the board may deem necessary for the efficient operation of the school transportation system of this state. It shall be unlawful for any pay certificate to be issued to any school carrier or bus driver until all such reports required by the regulations of the state board of education shall have been filed in accordance with said regulations. Any person making a false list, report, or record required by the aforesaid rules and regulations of the State Board of Education shall be subject to the penalties provided by section 37-41-25. ' 37-41-23

Any superintendent of schools, member of the school board, superintendent, principal or carrier, or bus driver, who shall knowingly make any false report, list or record, or who shall knowingly make use of any false report, list or record concerning the number of school children being transported or entitled to be transported in any county or school district shall be guilty of a misdemeanor and upon conviction shall be punished by imprisonment in the county jail for a period not to exceed sixty (60) days, or by a fine of not less than One Hundred Dollars ($100.00) nor more than Three Hundred Dollars ($300.00), or by both such fine and imprisonment, in the discretion of the court. In addition, any such person shall be civilly liable for all amounts of public funds which are illegally, unlawfully or wrongfully expended or paid out by virtue of or pursuant to such false report, list or record, and upon conviction or adjudication of civil liability here-under such person shall forfeit his license to teach for a period of three (3) years, if such person is the holder of such a license. Any suit to recover such funds illegally, unlawfully, or wrongfully expended or paid out may be brought in the name of the State of Mississippi by the Attorney General or the proper district attorney or county attorney. In the event such suit be brought against a person who is under bond, the sureties upon such bond shall likewise be liable for such amount illegally, unlawfully or wrongfully expended or paid out. ' 37-41-25 (1987)

MS Code	Description
37-41-23	Reports and records required.
37-41-25	False reports, lists or records; misdemeanor; criminal and civil penalties.

Cross References	Description
EDAA	Student Transportation Management School-Owned Buses

Policy EE: Food Services Management

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

The school district shall provide Child Nutrition Programs consistent with state and federal guidelines and in accordance with School Board Policies, Departmental Procedure Manual, and Student and Employee Handbooks.

Records shall be maintained for a minimum of five (5) years. Meal prices shall be evaluated regularly by the Director of Child Nutrition to cover operational costs and approved by the School Board.

Policies and procedures governing the Child Nutrition Department shall be those from the United States Department of Agriculture with interpretation from the Mississippi Department of Education. By adopting same the School Board will be in compliance with all applicable Federal Regulations.

Last Review Date: **October 27, 2025**

Review History: [05/16/16] [06/06/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/4/19] [11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EEAA: Alternate Meals Policy

Status: ADOPTED

Original Adopted Date: 12/17/2018 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

Alternate Meals Policy

In accordance with the recommendation on the charging of meals by the MS State Department of Education, Harrison County Public School District shall comply with the regulations as follows:

Full Pay Students – Harrison County Public School District students will pay for meals at the published standard rate each day. Students will be allowed to charge for meals in accordance to this policy when parents fail to send money for meals. Students who pay full price for meals will be allowed a limit of up to $28.75 for reimbursable meals or 5 days for breakfast & lunch.

Reduced Price Meals – Reduced status children will be allowed to receive lunch for **.40** cents and breakfast for **.30** cents a day. Students paying a reduced price for meals will be allowed a limit of up to $3.50 or 5 days for breakfast & lunch meals.

Students may charge a breakfast meal or lunch meal until the charge limit is reached. Once a student has reached the charge limit, he/she will be offered an alternate meal prior to the meal period. Arrangements will be coordinated between the Cafeteria Manager and the school's designee for alternate meal distribution. The alternate meal will be charged to the child's meal account at a discounted rate of $1.75 for Full Pay Lunch, **.25** cents for Reduced Price Lunch, $1.25 for Full Pay Breakfast, **.15** cents for Reduced Price Breakfast.

Extra food items are not an allowable charge.

Free Meal Benefit – Free status children will be allowed to receive a free breakfast and a free lunch each day. À la carte items must be pre-paid or paid for at point of sale.

The Harrison County Public School District will not disclose children's free and reduced eligibility status, unless required by law.

Parents/Guardians – Parents/guardians will begin receiving low balance notifications via the school information system when students' account balance reaches **(-.01)** cent. Additionally, a notification letter will be sent to the school's designated person for distribution to the student's household. Parents will be informed in the notification letters that once students reach the charge limit they will be given an alternate meal.

Charge Limit – The parents/guardians will be notified that their child has reached the charge limit and that he/she will receive an alternative meal. Alternate meals will be limited to a sack meal containing a cold-cut sandwich, fruit, and milk. Once this limit is reached, the Department of Child Nutrition will contact the household.

Households experiencing financial difficulties and whose income or household size have changed are encouraged to complete or update a free and reduced-price meal application at any time throughout the school year.

Last Review: **October 27, 2025**
Review History [12/03/2018][12/17/2018][11/4/19][11/18/19][03/01/21][03/15/21][02/21/22]

[03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EEAA: Alternate Meals Policy

Status: DRAFT

Original Adopted Date: 12/17/2018 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

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Last Review: **October 27, 2025**
Review History [12/03/2018][12/17/2018][11/4/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EFA: Data Breach Prevention (Cyber Security) **Status:** ADOPTED

Original Adopted Date: 03/14/2016 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

PURPOSE

It is the policy of the Harrison County School District that employees comply with the Mississippi mandated identity theft prevention laws and School District data breach procedures. Employees are required to protect the sensitive personally identifiable information about students, employees and others from inadvertent, negligent and willful disclosure or breach of such information, data or records. Violation of this Policy may result in corrective action up to and including termination and may be punishable by law.

Any district software system which may hold sensitive student, employee, or other district information shall be secured via multi-factor authentication means. Only authorized district personnel shall be allowed to operate, repair, or otherwise access district technology containing sensitive information.

DEFINITION

Data Breach - Disclosure of personal information pertaining to students or staff by any unauthorized person.

Personally Identifiable Information (PII) - The information or data that could be combined to positively identify an individual including, but not limited to: (1) social security number; (2) driver's license number or State identification card number; and (3) financial account number, credit or debit card number, security code, access code, or password that would permit access to an individual's financial account. Personal information does not include publicly available information that is lawfully made available to the general public from federal, state or local government records.

Risk – A measure of the extent to which an entity is threatened by a potential circumstance or event.

Threat – Any circumstance or event with the potential to adversely impact the district, MDE, or any other district.

GUIDELINES DATA BREACH NOTIFICATION

All employees must protect and secure all electronic resources and information, data and records of the School District from theft, and inadvertent disclosure when they are under the supervision and control of the School District, and when they are not under the supervision or control of the School District, for example, but not limited to, working at home, on vacation, or elsewhere. If any employee becomes aware of the release of School District information, data or records the release must be reported to the Superintendent or designee immediately.

If there is a breach of security of the information, data, or records of the School District, the School District must disclose any breach of security of computerized records after discovery or notification of the breach to any Mississippi resident whose personal information was, or is reasonably believed to have been accessed by an unauthorized person.

Before disclosing a breach of security, the School District must report the breach of security and any information pertaining to the breach to the local or state law enforcement agency for investigation or handling in advance of the disclosure to the customer, or others. The School District may be required to delay notification if a law enforcement agency determines that the notification will impede a criminal or civil investigation.

In the event that the Harrison County School District becomes aware of a cybersecurity risk or threat that may potentially impact the MDE, the State Network Consortium, or other districts, the district shall notify the MDE Information Security and Data Privacy Officer within 24 hours to ensure that the MDE is able to properly mitigate and coordinate a response to the emerging risk or threat, including notifying other districts.

The School District administration must then determine whether a data breach notification will be issued. Notifications may be made through a written notice, telephone notice, electronic notice, or a substitute notice.

A notice of the security breach must be provided to residents whose unencrypted and un-redacted computerized personal information was or is reasonably believed to have been accessed and acquired by an unauthorized person and that the School District believes has or could cause loss or injury.

All records of the School District must be destroyed pursuant to the School District document retention and destruction policy, schedule, Mississippi Department of Archives requirements. Destruction means shredding, erasing, or modifying the personal information in the records to make them unreadable, undecipherable or non-reconstruction able through generally available means.

PHISHING EMAILS

Phishing is defined as the fraudulent practice of sending emails purporting to be from a reputable source in order to induce individuals to reveal personal information, such as their password or other login credentials. School districts may become targets of these emails due to the sensitive information in their care. It is for this reason that every employee of the district must be alert to these predatory practices.

Though not an exhaustive list, some common characteristics of phishing emails are as follows:

1. Emails requiring the submission of personal information.

2. Emails with generic salutations (ex. Dear employee);

3. Attachments which contain a virus such as malware.

4. Phony links in which the email asks you to click.

5. Bad grammar and spelling; and

6. Emails from people you do not recognize.

Every employee of the district shall be alert to these emails. If an employee receives a suspicious email they shall not reply to the email, avoid clicking any links or attachments, and report it to the appropriate administrator.

SOCIAL SECURITY NUMBER REQUIREMENTS

Unless otherwise permitted by law, School District employees must protect the privacy of Social Security numbers.

1. The School District may not do any of the following:

   a. Publicly post or publicly display in any manner an individual's Social Security number. "Publicly post" or "publicly display" means to intentionally communicate or otherwise make available the Social Security number to the general public.

   b. Print an individual's Social Security number on any card required for the individual to access products or services provided by School District.

   c. Require an individual to transmit his or her Social Security number over the Internet unless the connection is secure, or the Social Security number is encrypted.

d. Require an individual to use his or her Social Security number to access an Internet website unless a password or unique personal identification number or another authentication device is also required to access the website.

e. Print an individual's Social Security number on any materials that are mailed to the individual unless Federal or State law requires the Social Security number to be on the document to be mailed. However, Social Security numbers may be included in applications and forms sent by mail, including documents sent as part of an application or enrollment process or to establish, amend or terminate an account, contract or policy or to confirm the accuracy of the Social Security number. A Social Security number that is permitted to be mailed under this section may not be printed, in whole or in part, on a postcard or other mailer not requiring an envelope, or visible on the envelope or without the envelope having been opened.

2. The School District may collect, use, or release a Social Security number as required by federal or state law, or may use the Social Security number for internal verification, administrative purposes or for law enforcement investigations.

3. This requirement does not apply to a document that is required by law to be open to the public, and originates with, or is filed, recorded or maintained by any governmental agency, instrumentality or taxing authority.

DISTRICT TECHNOLOGY DISPOSAL

Before a district device is discarded, it must be completely voided of all sensitive district information. No district device may be sold, discarded, or otherwise thrown away until the device has been zeroed. Disciplinary action may be taken against any individual who discards a district device without taking the proper steps to remove all sensitive information from the device.

Last Review Date: **October 27, 2025**
Review History: [03/14/16] [02/20/17] [03/06/17] [12//18/17] [01/08/18] [02/18/19] [03/11/19] [09/23/19] [10/07/19] [11/04/19] [11/18/19] [03/01/21] [03/15/21] [02/21/22] [03/07/22] [11/07/22] [11/14/22][4/17/2023] [5/1/2023][5/6/2024][5/20/2024][10/27/25]

Cross References	Description
EFB	Application (App) Usage Policy
EFB-E(1)	Application (App) Usage Policy

Policy EFB: Application (App) Usage Policy

Status: ADOPTED

Original Adopted Date: 03/15/2021 | **Last Reviewed Date:** 10/27/2025

Application (App) Usage Policy

An "app" is a type of software that is designed for an electronic device and allows a person to perform specific tasks. Apps can be useful tools in the educational process, however, teachers who use apps in the classroom without prior approval could possibly compromise the school district or sensitive student data such as the personally identifiable information that the district is required to protect under the Family Educational Rights and Privacy Act (FERPA).

The Harrison County School District recognizes that application usage has become more prevalent as a teaching tool within the classroom. Because many application agreements can be easily accepted without going through normal district approved channels, the district shall require a written contract or agreement to be in place for any vendor or company, whether it be for a paid or unpaid service, that has access to student or district data. This includes, but is not limited to, the usage of computer software, mobile applications, and/or web-based tools that are provided by a third-party to a school district. Any contract or agreement must be reviewed by district counsel prior to use in order to ensure adequate protection of the district and compliance with Mississippi and Federal laws such as the Family Educational Rights and Privacy Act (FERPA).

When drafting and reviewing these contracts, the district shall:

1. Make clear that data collected belongs to the school district.
2. Be specific with what information the provider will collect.
3. Define specific purposes for which the provider may use student information and specify that the district will exercise "direct control" over the use and maintenance of the data.
4. Specify who will be permitted to access the data in accordance with FERPA.

If the district is not able to negotiate agreements with certain providers of consumer applications, the utmost caution must be exercised before use can occur. In this situation, the district will consult with legal counsel to ensure data protection as well as compliance with state and federal laws including FERPA.

The district shall inform parents of any third-party provider that is being used in the educational process.

If a teacher uses an app without prior approval from his/her supervisor and without having an approved agreement in place, he/she will face disciplinary actions up to termination.

US Code	Description
20 U.S.C. § 1232g	Family Educational Rights and Privacy Act (FERPA)

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EFA	Data Breach Prevention (Cyber Security)
EI	Computer Software Usage
ID	Instructional Program Management
IJ	Technology and Instruction / Electronic Information Resources
IJ-E(1)	Technology and Instruction / Electronic Information Resources
IJ-E(2)	Technology and Instruction / Electronic Information Resources
IJ-R	Internet/Technology Acceptable Use Policy
JRAB	Compliance with FERPA

Exhibit EFB-E(1): Application (App) Usage Policy

Status: ADOPTED

Original Adopted Date: 03/15/2021 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

See PDF on the next page.

Protecting Student Privacy While Using Online Educational Services: Model Terms of Service

About PTAC

The U.S. Department of Education established the Privacy Technical Assistance Center (PTAC) as a "one-stop" resource for education stakeholders to learn about data privacy, confidentiality, and security practices related to student-level longitudinal data systems and other uses of student data. PTAC provides timely information and updated guidance through a variety of resources, including training materials and opportunities to receive direct assistance with privacy, security, and confidentiality of student data systems. More PTAC information is available at https://studentprivacy.ed.gov.

PTAC welcomes input on this document and suggestions for future technical assistance resources relating to student privacy. Comments and suggestions can be sent to PrivacyTA@ed.gov.

Purpose of this Guidance

In February 2014, PTAC issued guidance titled *Protecting Student Privacy While Using Online Educational Services: Requirements and Best Practices*. This *Model Terms of Service* document is intended to further assist schools and school districts in implementing that guidance.

In a traditional contracting process, the buyer and seller mutually agree on a set of terms and then sign a contract reflecting those terms. However, many providers of online educational services and mobile applications (i.e., vendors, contractors, and other service providers) instead rely on a Terms of Service (TOS) agreement that requires a user to click to accept the agreement in order to access the service or application for the first time. These types of agreements are commonly referred to as "Click-Wrap" agreements. Once a user at the school or district clicks "I agree," these terms will likely govern what information the provider may collect from or about students, what they can do with that information, and with whom they may share it. Depending on the content, Click-Wrap agreements may lead to violations of the Family Educational Rights and Privacy Act (FERPA), the Protection of Pupil Rights Amendment (PPRA), or other laws, as well as privacy best practices.

PTAC offers this guidance to schools and districts to help them evaluate potential TOS agreements, and to offer direction regarding terminology frequently used in these agreements. By understanding commonly used provisions, schools and districts will be better able to decide whether to consent to a Click-Wrap or other TOS agreement for online educational services and mobile applications. The best practice recommendations below may also assist providers by suggesting approaches that better protect student privacy.

Schools and districts should exercise diligence when reviewing TOS agreements and follow established school and district policies for evaluating and approving online educational services and mobile applications. This will help ensure that the service or application is inventoried and evaluated, supports the school's and district's

broader mission and goals, and that the TOS is legally appropriate and compatible with the school's and district's policies and procedures.

Terms of Service and Privacy

When negotiating a contract or evaluating a provider's TOS agreement, remember your school's or district's obligations regarding student privacy. Make sure the agreement explicitly describes how the provider may use and share student data.

The table below summarizes PTAC recommendations regarding key TOS provisions. The "GOOD!" column contains our best practice recommendations for TOS privacy provisions. If you see this language in your TOS, it is a positive indication that the provider is making a good faith effort to respect privacy. The "WARNING!" column contains provisions that represent poor privacy policy and may lead to violations of FERPA or other statutes. While these provisions are based on terms that may actually be used in providers' TOS or privacy policies, they are presented here solely as illustrations of the types of provisions to look for while performing your own reviews of a provider's privacy TOS. Actual TOS may have strong privacy protections that differ from those detailed below. As few TOS agreements will be worded exactly like the "GOOD!" or the "WARNING!" column, the final "Explanation" column provides context to help you interpret the rationale behind the provisions.

Privacy-Related Terms of Service Provisions

	Provision	GOOD! This is a Best Practice	WARNING! Provisions That Cannot or Should Not Be Included in TOS	Explanation
1	Definition of "Data"	"Data include all Personally Identifiable Information (PII) and other non-public information. Data include, but are not limited to, student data, metadata, and user content."	*Beware of provisions that limit the definition of protected data:* "Data only include user information knowingly provided in the course of using (this service)."	The definition of data should include a broad range of information to which providers may have access in order to ensure as much information as possible is protected in the agreement. Beware of provisions that narrowly define the "Data," "Student Information," or "Personally Identifiable Information" that will be protected.

	Provision	GOOD! This is a Best Practice	WARNING! Provisions That Cannot or Should Not Be Included in TOS	Explanation
2	Data De-Identification	"Provider may use de-identified Data for product development, research, or other purposes. De-identified Data will have all direct and indirect personal identifiers removed. This includes, but is not limited to, name, ID numbers, date of birth, demographic information, location information, and school ID. Furthermore, Provider agrees not to attempt to re-identify de-identified Data and not to transfer de-identified Data to any party unless that party agrees not to attempt re-identification."	*Beware of provisions that define de-identification narrowly (as only the removal of direct identifiers, such as names and ID numbers) or lack a commitment from Providers to not re-identify the Data:* "Provider may use de-identified Data for product development, research, or other purposes. De-identified Data will have all names and ID numbers removed."	There is nothing wrong with a provider using de-identified data for other purposes; privacy statutes, after all, govern PII, not de-identified data. But because it can be difficult to fully de-identify data, as a best practice, the agreement should prohibit re-identification and any future data transfers unless the transferee also agrees not to attempt re-identification. It is also a best practice to be specific about the de-identification process. De-identification typically requires more than just removing any obvious individual identifiers, as other demographic or contextual information can often be used to re-identify specific individuals. Retaining location and school information can also greatly increase the risk of re-identification.

	Provision	GOOD! This is a Best Practice	WARNING! Provisions That Cannot or Should Not Be Included in TOS	Explanation
3	Marketing and Advertising	"Provider will not use any Data to advertise or market to students or their parents. Advertising or marketing may be directed to the [School/District] only if student information is properly de-identified." *Or* "Data may not be used for any purpose other than the specific purpose(s) outlined in this Agreement." (*If this provision is present, check to make certain there is nothing else in the agreement that would allow marketing/advertising*).	"Provider may use Data to market or advertise to students or their parents."	The TOS should be clear that data and/or metadata may not be used to create user profiles for the purposes of targeting students or their parents for advertising and marketing, which could violate privacy laws.
4	Modification of Terms of Service	"Provider will not change how Data are collected, used, or shared under the terms of this Agreement in any way without advance notice to and consent from the [School/District]."	"Provider may modify the terms of this Agreement at any time without notice to or consent from the [School/District]." *Or* "Provider will only notify the [School/District] of material changes."	Schools/districts should maintain control of the data by preventing the provider from changing its TOS without the school's/district's consent. A provider that agrees to give notice of TOS changes is good; a provider that agrees not to change the TOS without consent is better.

	Provision	GOOD! This is a Best Practice	WARNING! Provisions That Cannot or Should Not Be Included in TOS	Explanation
5	Data Collection	"Provider will only collect Data necessary to fulfill its duties as outlined in this Agreement."	*An absence of a data collection restriction (see left) could potentially allow vendors to collect a wide array of student information.* *Also watch for:* "If user gains access through a third-party website *(such as a social networking site)*, personal information associated with that site may be collected."	If the agreement relates to FERPA-protected data, a provision like the one represented in the "GOOD!" column may be necessary. Including a provision that limits data collection to only what is necessary to fulfill the agreement is a best practice. Providers may view user access to their services through a third-party social networking site as an exception to established rules limiting data collection.
6	Data Use	"Provider will use Data only for the purpose of fulfilling its duties and providing services under this Agreement, and for improving services under this Agreement."	*Beware of any provision that contains the phrase:* "without providing notice to users."	Schools/districts should restrict data use to only the purposes outlined in the agreement. This will help schools/districts maintain control over the use of FERPA-protected student information and ensure appropriate data use.
7	Data Mining	"Provider is prohibited from mining Data for any purposes other than those agreed to by the parties. Data mining or scanning of user content for the purpose of advertising or marketing to students or their parents is prohibited."	"Provider can mine or scan Data and user content for the purpose of advertising or marketing to students or their parents."	While data mining or scanning may sometimes be a necessary component of online services (e.g., for malware/spam detection or personalization tools), schools/districts should prohibit any mining or scanning for targeted advertising directed to students or their parents. Such provisions could lead to a violation of FERPA or the PPRA.

	Provision	GOOD! This is a Best Practice	WARNING! Provisions That Cannot or Should Not Be Included in TOS	Explanation
8	Data Sharing	"Data cannot be shared with any additional parties without prior written consent of the User except as required by law." *Or* "The [School/District] understands that Provider will rely on one or more subcontractors to perform services under this Agreement. Provider agrees to share the names of these subcontractors with User upon request. All subcontractors and successor entities of Provider will be subject to the terms of this Agreement."	"Provider may share information with one or more subcontractors without notice to User." *Or* "Where feasible, Provider will require third-party vendors to comply with these Terms of Service."	While it is perfectly acceptable for providers to use subcontractors, schools/districts should be made aware of these arrangements and subcontractors should be bound by the limitations in the TOS.
9	Data Transfer or Destruction	"Provider will ensure that all Data in its possession and in the possession of any subcontractors, or agents to which the Provider may have transferred Data, are destroyed or transferred to the [School/District] under the direction of the [School/District] when the Data are no longer needed for their specified purpose, at the request of the [School/District]."	*Beware of any provision that contains*: "maintain(s) the right to use Data or user content."	While FERPA does not specify that education records shared under some of its exceptions must be returned or destroyed at the end of the contract, it is a best practice to require this. Data return or destruction helps limit the amount of personal information available to third parties and prevent improper disclosure. This provision also helps schools/districts maintain control over the appropriate use and maintenance of FERPA-protected student information.

	Provision	GOOD! This is a Best Practice	WARNING! Provisions That Cannot or Should Not Be Included in TOS	Explanation
10	Rights and License in and to Data	"Parties agree that all rights, including all intellectual property rights, shall remain the exclusive property of the [School/District], and Provider has a limited, nonexclusive license solely for the purpose of performing its obligations as outlined in the Agreement. This Agreement does not give Provider any rights, implied or otherwise, to Data, content, or intellectual property, except as expressly stated in the Agreement. This includes the right to sell or trade Data."	"Providing Data or user content grants Provider an irrevocable right to license, distribute, transmit, or publicly display Data or user content."	Maintaining ownership of data to which the provider may have access allows schools/districts to retain control over the use and maintenance of FERPA-protected student information. The "GOOD!" provision will also protect against a provider selling information.
11	Access	"Any Data held by Provider will be made available to the [School/District] upon request by the [School/District]."	*Beware of any provision that would limit the school's or district's access to the Data held by Provider.*	FERPA requires schools/districts to make education records accessible to parents. A good contract will acknowledge the need to share student information with the school upon request in order to satisfy FERPA's parental access requirements. As a best practice, parental access to their children's data should be seamless.

	Provision	GOOD! This is a Best Practice	WARNING! Provisions That Cannot or Should Not Be Included in TOS	Explanation
12	Security Controls	"Provider will store and process Data in accordance with industry best practices. This includes appropriate administrative, physical, and technical safeguards to secure Data from unauthorized access, disclosure, and use. Provider will conduct periodic risk assessments and remediate any identified security vulnerabilities in a timely manner. Provider will also have a written incident response plan, to include prompt notification of the [School/District] in the event of a security or privacy incident, as well as best practices for responding to a breach of PII. Provider agrees to share its incident response plan upon request."	*The lack of a security controls provision, or inclusion of a provision that sets a lower standard for Provider's security of Data, would be a bad practice and potentially violate FERPA.*	Failure to provide adequate security to students' PII is not a best practice and could lead to a FERPA violation.

Resources

Materials below include links to PTAC and other resources that provide additional best practice recommendations and guidance relating to TOS agreements. Please note that these resources do not necessarily address particular legal requirements (including FERPA requirements) that your school or district needs to meet when collecting, storing, disseminating, or releasing education records to a provider. It is always a best practice to consult legal counsel to determine applicable federal, state, tribal, and local requirements prior to entering into contractual agreements with providers.

Department of Education Resources

- Privacy Technical Assistance Center, U.S. Department of Education: https://studentprivacy.ed.gov
- Privacy Technical Assistance Center, U.S. Department of Education, *Protecting Student Privacy While Using Online Educational Services: Requirements and Best Practices* (2014): https://studentprivacy.ed.gov/resources/protecting-student-privacy-while-using-online-eduacational-services-requirements-and-best
- Privacy Technical Assistance Center, U.S. Department of Education, *Written Agreement Checklist* (2012): https://studentprivacy.ed.gov/resources/written-agreement-checklist
- Family Policy Compliance Office, U.S. Department of Education: https://studentprivacy.ed.gov

Other Government Resources

- FTC: Bureau of Consumer Protection Business Center, *Complying with COPPA: Frequently Asked Questions:* https://www.ftc.gov/tips-advice/business-center/guidance/complying-coppa-frequently-asked-questions
- National Institute of Standards and Technology, *Guidelines on Security and Privacy in Public Cloud Computing* (2011): http://nvlpubs.nist.gov/nistpubs/Legacy/SP/nistspecialpublication800-144.pdf

US Code	Description
20 U.S.C. § 1232g	Family Educational Rights and Privacy Act (FERPA)

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EFA	Data Breach Prevention (Cyber Security)
EI	Computer Software Usage
ID	Instructional Program Management
IJ	Technology and Instruction / Electronic Information Resources
IJ-E(1)	Technology and Instruction / Electronic Information Resources
IJ-E(2)	Technology and Instruction / Electronic Information Resources
IJ-R	Internet/Technology Acceptable Use Policy
JRAB	Compliance with FERPA

Policy EFC: Use of Artificial Intelligence

Status: ADOPTED

Original Adopted Date: 07/14/2025 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The Harrison County School District acknowledges the potential benefits and challenges involved with using Artificial Intelligence (AI) in educational settings. The use of AI can, when used appropriately, enhance student learning by improving the efficiency of education, providing new and creative ways to support learning, and encourage independent research, curiosity, critical thinking, and problem-solving.

"Artificial Intelligence" is defined as a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations or decisions influencing real or virtual environments. Artificial intelligence systems use machine and human-based inputs to perceive real and virtual environments; abstract such perceptions into models through analysis in an automated manner; and use model inference to formulate options for information or actions.

Any use of AI within the district, whether in the classroom or administrative operations, should be transparent and well-communicated to all stakeholders, including students, parents, educators, and staff and must align with district policy and state and federal law. Users are prohibited from:

1. Sharing confidential information or personally identifiable information with any AI system of another student, staff member, or other person.
2. Inputting sensitive district data into any AI system.
3. Using any AI system to access, create, or display harmful or inappropriate matter that is threatening, obscene, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs or interact with the AI in a manner that supports any of the above.
4. Using any AI system in a way that would manipulate, harass, or bully another individual in any way.
5. Using any AI system in a way that would create a disruption in the classroom.

The district authorizes staff members to permit students to utilize ethical and legal use of AI as a supplemental tool to support and expand on classroom instruction, facilitate personalized learning opportunities, and increase educational and learning opportunities, in accordance with the terms of this policy.

ARTIFICIAL INTELLIGENCE USE BY STAFF

The use of AI in the classroom must be done with care. Any AI tool used by a teacher shall be vetted and approved by the district before use and must have strong privacy controls in place. Teachers must ensure that students are aware of the use of AI tools and how they are being used in the classroom. Staff are responsible for any negative effects of their AI use. Individuals in violation of this policy will be subject to disciplinary action.

ARTIFICIAL INTELLIGENCE USE BY STUDENTS

Students are expected to use all technology responsibly and ethically. Any misuse of technology for academic purposes will be considered a violation of school board policy. Obtaining improper assistance from artificial intelligence tools, including, but not limited to, Chat GPT is strictly prohibited. Any attempt to obtain improper assistance from AI tools will be considered a violation of school board policy. Students in violation of this policy will be subject to discipline up to and including suspension or expulsion.

MS Code	Description
1-3-85	Artificial Intelligence Defined

Cross References	Description
JCA	Student Conduct

Policy EG: Insurance Management **Status:** ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 08/05/2024 **| Last Reviewed Date:** 10/27/2025

INSURANCE MANAGEMENT

ATHLETICS ACTIVITIES

This school board is authorized and empowered to pay out of the athletic fund or funds obtained from athletic activities all of the actual medical expenses evidenced by itemized bills of account, for injuries sustained by any regularly enrolled student while participating in athletic activities considered a part of any sport that said school engages in as a part of any regularly scheduled athletic contest with other schools, to include any injury sustained in any contest scheduled by the proper school authorities and any required training preparatory thereto.

In lieu of the payment set out in the paragraph above, and in the discretion of this school board, the school board is authorized and empowered to contract for hospitalization insurance designed to fully compensate students for actual medical expenses in such cases. The payment of such hospitalization insurance shall be made from funds available as set out in the paragraph above. ' 37-11-9 (1950)

MISSISSIPPI HIGH SCHOOL ACTIVITIES ASSOCIATION

All students in grades 9-12 participating in activities and athletics under the jurisdiction of the Mississippi High School Activities Association are automatically insured under a lifetime medical insurance plan for the catastrophically injured student which is paid for by the school district. Under this plan, a catastrophically injured student is one whose medical rehabilitation and work loss expenses have exceeded $25,000.00. This policy offers the student and his/her family the following immediate lifetime benefits:

1. to pay all medical expenses in excess of what accident and health insurance carried by the family pays and above $25,000.00.

2. to pay all rehabilitation expenses including parents' lost wages while visiting him or her in the hospital, full services of the best rehabilitation centers in the U.S. including transportation cost there for him and his parents, counseling for the family under stress from coping with the injury and disability of the student; remodeling the home for the permanently disabled student, if necessary; specially equipping a car or van for transportation of the disabled student, if necessary.

3. to pay up to $300.00 per week lost benefits for the permanently disabled student.

PROPERTY INSURANCE

The Board is authorized and empowered to insure the school buildings, furniture, equipment, library, and other school property of the district against loss by fire, cyclone, tornado, hailstorm, burglary, boiler explosion, and any and all other hazards that the Board may deem necessary to provide insurance against. Fire, cyclone, and tornado insurance shall be carried upon all buildings heretofore or hereafter constructed in whole or in part with state funds, and such buildings shall be insured in such an amount as shall be fixed, determined, and specified by the State Educational Finance Commission. In fixing, determining, and specifying the amount of insurance to be carried on such buildings constructed in whole or in part with state funds, the State Educational Finance Commission may, in its discretion, act separately and individually with respect to each building or it may, by a general rule or regulation, fix a uniform percentage of value or costs as the amount of such insurance to be carried. If the commission elects to fix such a uniform percentage of value as the amount of insurance to be carried, it may, in its discretion, authorize and provide for either upward or downward deviations therefrom, either in proper and individual cases or by reasonable classifications. The cost of such insurance shall be paid out of any local school funds of the district. The Board shall be authorized to contract for such insurance for a term of not exceeding five (5) years and to obligate the district for the payment of the premiums thereon. When necessary, the Board is authorized and empowered, in its discretion, to borrow money payable in annual installments for a period not to exceed five (5) years at a rate of interest not to exceed four percent (4%) per annum to provide funds to pay such insurance premiums. The money so borrowed and the interest thereon shall be payable from any school funds of the

district other than minimum education program funds. The Board is further authorized and empowered, in all cases where same may be necessary, to bring and maintain suits and other actions in any court of competent jurisdiction for the purpose of collecting the proceeds of insurance policies issued upon the property of the district.

LIABILITY INSURANCE

All public school boards may purchase group insurance coverage for the liability of all of its active full-time instructional and non-instructional personnel. Such policy shall be paid for with any funds available other than state the total funding formula funds. ' 37-7-319 (1992)

School districts shall provide liability insurance consistent with the provisions of the Tort Claims Act as outlined in ' 11-46-1 et seq.

The Board may purchase liability insurance in amount it judges adequate to cover its official actions. The policy shall be paid for with School Board funds.

The Board may obtain liability insurance on any vehicle operated by the district, except that excess coverage only may be purchased under authority of this section for school buses and other vehicles covered by the provisions of Sections 37-41-37 and 37-41-41, with such coverage limits as are desired by the Board including medical benefits and uninsured motorist coverage if desired. The school district may be sued by anyone affected by the operation of the said vehicles to the extent of such insurance carried, provided, however, that immunity from suit is only waived to the extent of such liability insurance carried; and a judgment creditor shall have recourse only to the proceeds or right to proceeds of such liability insurance. No attempt shall be made in the trial of any case to suggest the existence of any insurance which covers in whole or in part any judgment or award rendered in favor of a claimant; but if the verdict rendered by the jury exceeds the limit of applicable insurance, the court on motion shall reduce the amount of said judgment, as against the Board only and not as to joint tort-feasors if any, to a sum equal to the applicable limit stated in the insurance policy.

The policy of insurance shall contain a provision to the effect that the insurance company shall make no plea of the sovereign immunity doctrine.

The costs of such insurance shall be paid out of the school district's general maintenance fund.

WORKERS' COMPENSATION INSURANCE

School districts shall provide Workers' Compensation insurance consistent with the provisions of the Tort Claims Act as outlined in ' 71-3-1

NOTE: For exemptions to insurance bidding requirements, see ' 31-7-13 (m) (xiii)

MS Code	Description
11-46-1	Definitions.
31-7-12	State contract price for purchase of commodities.
31-7-13	31-7-13
37-11-9	Payment by school board of medical expenses for injuries sustained in athletic activities; purchase of hospitalization insurance.
37-151-200	Title
37-7-319	Purchase of group liability insurance coverage.
71-3-1	Citation; purpose; construction.

Cross References	Description
JGFB	Off-Campus Student Educational Activity
JGFB-E(1)	Off-Campus Student Educational Activity

Policy EGA: State Employees Life and Health Insurance Plan

Status: ADOPTED

Original Adopted Date: 03/11/2019 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

The Harrison County School District provides life insurance and health care benefits to its eligible employees and their eligible dependents through the State Employees Life and Health Insurance Plan (the "Life and Health Plan.") Premiums for the Life and Health Plans shall be paid in accordance with state law and Mississippi Department of Education State Board Policy.

The Life and Health Plan is subject to the Health Insurance Portability and Accountability Act of 1996, as amended ("HIPAA"). The Life and Health Plan is required by HIPAA to take reasonable steps to ensure the privacy of the individually identifiable health information of the Board's employees and their dependents who are covered under the Life and Health Plan. For this purpose, the Life and Health Plan has adopted HIPAA Privacy Policies and Procedures.

The Board acknowledges that its employees who use or disclose individually identifiable health information in the course of their duties related to the District's health care benefits (in connection with the Life and Health Plan) are required to comply with the Health Plan's HIPAA Privacy Policies and Procedures, copies of which are made available by the District to all such employees. The Board further acknowledges that HIPAA privacy training is required for all such employees, and the Life and Health Plan and the Board shall make resources available for such training.

Last Review Date: **October 27, 2025**

Review History: [02/18/19][03/11/19][11/4/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EGB: Student Insurance Program

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 03/11/2019 | **Last Reviewed Date:** 10/27/2025

STUDENT INSURANCE PROGRAM

Students participating in varsity athletics shall be required to submit a statement signed by the parent indicating that the school is not to be held responsible for injuries sustained during participation in the varsity sport. The student shall purchase accident insurance and shall present a statement signed by his/her parent or guardian that the family has such coverage.

Participation in extra curricular activities is voluntary. This school district does not furnish student insurance, nor does it sell insurance or act as agent for any insurance company or local insurance agency.

Students shall not be allowed to participate in school sponsored activities where there is reasonable risk of injury or death without parent/guardian furnishing a signed statement certifying that health/accident insurance coverage exists on such student.

The district may make accident insurance available to students at a group rate. The insurance offers two types of coverage:

1. during school hours
2. twenty-four (24) hour coverage

Participation in the program is voluntary.

All students participating in the band or any sports activity are required to be covered by insurance.

All students participating in the shop programs are encouraged to be covered by insurance.

Cross References	Description
JGFB	Off-Campus Student Educational Activity
JGFB-E(1)	Off-Campus Student Educational Activity

Policy EI: Computer Software Usage

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Reviewed Date:** 10/27/2025

COMPUTER SOFTWARE USAGE

Computer software is protected by copyright laws and international treaty. You must treat the software like any other copyrighted material, except that you may either make one copy of the software solely for backup or archival purposes, or you may place the software on a single mass storage device (media), such as a hard disk, provided that you keep the original software solely for backup or archival purposes.

Copyright laws prohibit making additional copies of the software for any other reason.

The following rules and regulations apply to all school district employees.

1. Computers owned by this school district are for business use only.
2. Employees are not permitted to bring their own PC hardware, software, or diskettes in the work facility without prior authorization from the Technology Director.
3. No unlicensed software will be permitted on district owned computers.
4. All licenses shall be filed with the Finance Department.
5. All unauthorized computer usage, theft of computer resources, and/or the existence of computer anomalies are to be reported at once to the Technology Department.
6. There will be no copying of data and software without proper authorization.
7. Each user will provide for timely backup of essential data.
8. Locally developed software is to be sufficiently documented to preclude reliance on key personnel and shall be filed with the Technology Department.
9. Only authorized personnel can have off-site usage of district provided portable PC's and software.

Authorized personnel will make periodic audits of district owned computers for compliance with rules and regulations. Any software found without proper license or that is not authorized through the Finance Department, will be removed from the computer and the employee involved could be subject to reprimand.

Cross References	Description
EFB	Application (App) Usage Policy
EFB-E(1)	Application (App) Usage Policy
IJ	Technology and Instruction / Electronic Information Resources
IJ-E(1)	Technology and Instruction / Electronic Information Resources
IJ-E(2)	Technology and Instruction / Electronic Information Resources
IJ-R	Internet/Technology Acceptable Use Policy
IJBD	Responsible Use of District Issued Technology

Cross References	Description
IJC	Using Copyrighted Material

Policy EIA: Data/Software/Programs Ownership

Status: ADOPTED

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

Any and all data obtained as a product of a contract with Harrison County School District is and shall remain, in perpetuity, the property of the Harrison County School District.

There are no exceptions, unless specifically noted in writing in the body of the contract with Harrison County School District.

Harrison County School District is and shall remain the last arbiter in determining the legal and legitimate use of any and all data obtained as a product of a contract with Harrison County School District.

Harrison County School District reserves the rights to extract, transform, store, and transmit all data obtained as a product of a contract with Harrison County School District.

Last Review Date: **October 27, 2025**

Review History: [05/16/16] [06/06/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/4/19] [11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EL: Delivery of Gifts to Students/Staff

Status: ADOPTED

Original Adopted Date: 09/17/2013 **| Last Revised Date:** 10/27/2025 **| Last Reviewed Date:** 10/27/2025

The Harrison County School District will not accept the delivery of gifts for students to the schools. District schools must preserve the educational environment and can not assume responsibility for storage and delivery of flowers, balloons, gifts, etc., for students.

Last Review Date: **October 27, 2025**

Review History: [05/16/16] [06/06/16][02/20/17][03/06/17][12/18/17][01/08/18][02/18/19][03/11/19][11/4/19] [11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EM: Hazardous Materials

Status: ADOPTED

Original Adopted Date: 12/17/2018 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

Asbestos Hazard Emergency Response Act (AHERA) Compliance

The Asbestos Hazard Emergency Response Act (AHERA) requires public school districts to inspect their schools for asbestos-containing building material, prepare management plans, and take action to prevent or reduce asbestos hazards. In order to comply with AHERA, the Harrison County School District will:

1. Perform an original inspection to determine whether asbestos-containing materials are present and then re-inspect asbestos-containing material in each school every three (3) years,
2. Develop, maintain, and update an asbestos management plan and keep a copy at the school,
3. Provide yearly notification to parent, teacher, and employee organizations on the availability of the school's asbestos management plan and any asbestos-related actions taken or planned in the school,
4. Designate a contact person to ensure the responsibilities of the Harrison County School District are properly implemented,
5. Perform surveillance of each building known or suspected to contain asbestos-containing building material every six (6) months, and
6. Ensure that trained and licensed professionals perform inspections and take response actions.

Each person performing periodic surveillance shall:

1. Visually inspect all areas that are identified in the management plan as asbestos-containing building materials or assumed asbestos-containing building materials.
2. Record the date of the surveillance, his or her name, and any changes in the condition of the materials.
3. Submit to the person designated to carry out general district responsibilities under § 763.84 a copy of such record for inclusion in the management plan.

In addition to the above requirements, the Harrison County School District will ensure that all members of the maintenance and custodial staff who may work in a building with asbestos-containing building materials will have the required asbestos-awareness training of at least two (2) hours, whether or not they are required to work with asbestos-containing building materials. All new custodial staff must be trained within sixty (60) days of hire. Training shall include, but not be limited to:

1. Information regarding asbestos and its various uses and forms.
2. Information on the health effects associated with asbestos exposure.
3. Locations of asbestos-containing building materials identified throughout each school building in which they work.
4. Recognition of damage, deterioration, and delamination of asbestos-containing building materials.

5. Name and telephone number of the person designated to carry out general local district responsibilities under § 763.84 and the availability and location of the management plan.

The district shall ensure that all members of its maintenance and custodial staff who conduct any activities that will result in the disturbance of asbestos-containing building materials shall receive the training described above and fourteen (14) hours of additional training. Additional training shall include, but not limited to:

1. Descriptions of the proper methods of handling asbestos-containing building materials.

2. Information on the use of respiratory protection as contained in the EPA/NIOSH Guide to Respiratory Protection for the Asbestos Abatement Industry, September 1986 (EPA 560/OPPTS-86-001), available from the Director, Environmental Assistance Division (7408), Office of Pollution Prevention and Toxics, U.S. Environmental Protection Agency, and other personal protection measures.

3. The provisions of § 763.91, appendices A, C, and D of this subpart E of this part, EPA regulations contained in 40 CFR part 763, subpart G, and in 40 CFR part 61, subpart M, and OSHA regulations contained in 29 CFR 1926.58.

4. Hands-on training in the use of respiratory protection, other personal protection measures, and good work practices.

Last Review: **October 27, 2025**
Review History:[12/03/18][12/17/18][11/04/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy EP: Drones (Unmanned Aircraft Systems)

Status: ADOPTED

Original Adopted Date: 03/14/2016 | **Last Revised Date:** 03/15/2021 | **Last Reviewed Date:** 10/27/2025

Drones (Unmanned Aircraft Systems)

The Federal Aviation Administration (FAA) is responsible for regulating the use of Unmanned Aircraft Systems (UAS).

Understanding that airborne UAS/drones poses a safety hazard, the Harrison County School District forbids anyone from flying a drone or any remote-controlled aircraft in the skies over any of its school campuses or school properties, including, but not limited to individual schools within the district, football stadiums, and athletic fields without authorization from the FAA.

The FAA has serious concerns about the safety of operating UAS near people or stadiums. Therefore, any school personnel and/or students operating UAS/drones shall familiarize themselves with the FAA website: http://www.faa.gov/uas/model_aircraft/. *(The site provides links at the left side and bottom of the home page to the three different types of UAS Operations.)*

Additionally, the following four links are beneficial as a reference by illustrating the Do's and Don'ts of UAS flying pictorially and also the various types of No Drone Zone signage examples for designated prohibited areas, and should be reviewed by any staff and/or students operating or considering operating UAS/drones.

- http://www.faa.gov/uas
- http://www.faa.gov/uas/publications/media/27231_FAA_KBYF_lores.pdf
- http://www.faa.gov/uas/no_drone_zone/
- http://www.faa.gov/uas/getting_started/

The superintendent or his/her designee shall report any unauthorized operation of UAS/drones over school property to law enforcement authorities and/or the FAA.

Any person violating this policy could be subject to immediate removal from school property and could be banished from school property. Violators will also be reported to the appropriate law enforcement including the FAA.

Any student violating this policy shall be dealt with according to the district's "student code of conduct." Any school district employee violating this policy shall be subject to formal disciplinary action.

This policy shall not apply to any drone program provided in accordance with the Mississippi Department of Education rules and regulations.

US Code	Description
49 U.S.C. 40102	49 U.S.C. 40102
Chapter 447 of Title 49 of the United States Code	Chapter 447 of Title 49 of the United States Code

Other References	Description
14 C.F.R parts 1 & 1.1	14 C.F.R parts 1 & 1.1

Other References	Description
FAA Modernization and Reform Act of 2012	Public Law 112-95

Exhibit EP-E(1): Drones (Unmanned Aircraft Systems)

Status: ADOPTED

Original Adopted Date: 01/08/2018 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

See PDF on the next page.

Basic Law Enforcement Response D.R.O.N.E.

Direct **attention** outward and upward, attempt to locate and identify individuals operating the drone. (Look at windows/balconies/roof tops).

Report **incident** to the FAA Regional Operations Center (ROC). Follow-up assistance can be obtained through FAA Law Enforcement Assistance Program special agents.

Observe the UAS and maintain visibility of the device, look for damage or injured individuals. **Note:** Battery life is typically 20 to 30 minutes.

Notice **features**: Identify the type of device (fixed-wing/multi-rotor), its size, shape, color, payload (i.e., video equipment), and activity of device.

Execute **appropriate police action**: Maintain a safe environment for general public and first responders. Conduct a field interview and document ALL details of the event per the guidance provided by the FAA. www.faa.gov/uas/resources/law_enforcement/

Always follow agency policies *– Take appropriate action based on the facts and circumstances of the incident and site/area-specific laws and rules. The FAA's enforcement action does NOT impact ANY enforcement action/s taken by law enforcement.*

Local ordinances that may apply include, but are not limited to: *Reckless endangerment, criminal mischief, voyeurism, inciting violence.*

FAA Drone Incident Reporting

Document and provide the following information to FAA:

- Identity of operators and witnesses (name, contact information)
- Type of operation (hobby, commercial, public/governmental)
- Type of device(s) and registration information (number/certificate)
- Event location and incident details (date, time, place)
- Evidence collection (photos, video, device confiscation)

Contact your FAA LEAP agent or an FAA Operations Center for assistance.

FACILITY	STATES	PHONE NUMBER	EMAIL
Western ROC	AK, AZ, CA, CO, HI, ID, MT, NV, OR, UT, WA and WY	425-227-1999	9-WSA-OPSCTR@faa.gov
Central ROC	AR, IA, IL, IN, KS, LA, MI, MN, MO, ND, NE, NM, OH, OK, SD, TX and WI	817-222-5006	9-CSA-ROC@faa.gov
East ROC	AL, CT, FL, GA, KY, MA, ME, MS, NC, NH, PR, RI, SC, TN, VI and VT	404-305-5180	9-ASO-ROC@faa.gov
East ROC	DC, DE, MD, NJ, NY, PA, VA and WV	404-305-5150	7-AEA-ROC@faa.gov

US Code	Description
49 U.S.C. 40102	49 U.S.C. 40102
Chapter 447 of Title 49 of the United States Code	Chapter 447 of Title 49 of the United States Code

Other References	Description
14 C.F.R parts 1 & 1.1	14 C.F.R parts 1 & 1.1
FAA Modernization and Reform Act of 2012	Public Law 112-95

October 12, 2026

To: Mr. William Bentz
Superintendent of Education

From: Natasha R. Williams, Ph.D.
Director of Research & Development

Re: Approval of Revisions to Policy ABB: Board Powers and Duties
Approval of Revisions to Policy ABCB: Board Member Qualifications
Approval of Revisions to Policy BA: Board operations Goals and Objectives Mission Statement
Approval of Revisions to Policy BBJ: Review of Board Procedures
Approval of Revisions to Policy CN: Administrative Records
Approval of Revisions to Policy CNB: Managing and Retaining Administrative Records
Approval of Revisions to Policy EEAA: Alternate Meals Policy
Approval of Revisions to Policy ICFA: Textbook Policy
Approval of Revisions to Policy IHE: Promotion and Retention
Approval of Revisions to Policy JBA: Compulsory School Attendance/School Age
Approval of Revisions to Policy JCDAC: Drugs and Alcohol (Possession or Reasonable Suspicion)
Approval of Revisions to Policy JCDAE: Weapons
Approval of Revisions to Policy JCDAE (2): Possession of Weapons on School Property
Approval of Revisions to Policy JDE: Expulsion

Please find attached the revisions for Policy Section G: Personnel. The Harrison County School Board subscribes to the Mississippi School Board Association Policy Service, and it is up to each district that subscribes to this service to adopt, review, revise, and implement policy to ensure compliance with current practices.

Please advise if you have any questions or concerns regarding the attached policy. Thanks in advance for your consideration.

11072 Highway 49
Gulfport, MS 39503
Telephone: (228)539-6500 Facsimile: (228)539-6507
William Bentz, Superintendent of Education

October 12, 2026

To: Mr. William Bentz
Superintendent of Education

From: Natasha R. Williams, Ph.D.
Director of Research & Development

Re: Approval and Adoption of Policy JDDA-P: Bullying Procedures

Please find attached Policy JDDA-P: Bullying Procedures. The Harrison County School Board subscribes to the Mississippi School Board Association Policy Service, and it is up to each district that subscribes to this service to review, revise, and implement policy to ensure compliance with current practices.

Please advise if you have any questions or concerns regarding the attached policy. Thanks in advance for your consideration.

11072 Highway 49
Gulfport, MS 39503
Telephone: (228)539-6500 Facsimile: (228)539-6507
William Bentz, Superintendent of Education

Harrison County School District

Board Policy Manual

Board Policy Manual

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Policy ABB: Board Powers and Duties

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 06/29/2026

HOME RULE

The school board of a school district may adopt any orders, resolutions or ordinances with respect to school district affairs, property and finances which are not inconsistent with the Mississippi Constitution of 1890, the Mississippi Code of 1972, or any other statute or law of the State of Mississippi. Except as otherwise provided in this section, the powers granted to the school boards in this section are complete without the existence of or reference to any specific authority granted in any other statute or law of the State of Mississippi. Unless such actions are specifically authorized by another statute or law of the State of Mississippi, this section shall not authorize a school board to: (a) levy taxes of any kind or increase the levy of any authorized tax; (b) issue bonds of any kind; or (c) enter into collective bargaining agreements. 37-7-301.1

POWERS, AUTHORITY AND DUTIES

The school boards of all school districts shall have the following powers, authority and duties in addition to all others imposed or granted by law, to wit:

a. To organize and operate the schools of the district and to make such division between the high school grades and elementary grades as, in their judgment, will serve the best interests of the school;

b. To introduce public school music, art, manual training and other special subjects into either the elementary or high school grades, as the board shall deem proper;

c. To be the custodians of real and personal school property and to manage, control and care for same, both during the school term and during vacation;

d. To have responsibility for the erection, repairing and equipping of school facilities and the making of necessary school improvements;

e. To suspend or to expel a pupil or to change the placement of a pupil to the school district's alternative school or home-bound program for misconduct in the school or on school property, as defined in Section 37-11-29, on the road to and from school, or at any school-related activity or event, or for conduct occurring on property other than school property or other than at a school-related activity or event when such conduct by a pupil, in the determination of the school superintendent or principal, renders that pupil's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole, and to delegate such authority to the appropriate officials of the school district;

f. To visit schools in the district, in their discretion, in a body for the purpose of determining what can be done for the improvement of the school in a general way;

g. To support, within reasonable limits, the superintendent, principal and teachers where necessary for the proper discipline of the school;

h. To exclude from the schools students with what appears to be infectious or contagious diseases;provided, however, such student may be allowed to return to school upon presenting a certificate from a public health officer, duly licensed physician or nurse practitioner that the student is free from such disease;

i. To require those vaccinations specified by the State Health Officer as provided in Section 41-23-37;

j. To see that all necessary utilities and services are provided in the schools at all times when same are needed;

k. To authorize the use of the school buildings and grounds for the holding of public meetings and gatherings of the people under such regulations as may be prescribed by said board;

l. To prescribe and enforce rules and regulations not inconsistent with law or with the regulations of the State Board of Education for their own government and for the government of the schools, and to transact their business at regular and special meetings called and held in the manner provided by law;

m. To maintain and operate all of the schools under their control for such length of time during the year as may be required;

n. To enforce in the schools the courses of study and the use of the textbooks prescribed by the proper authorities;

o. To make orders directed to the superintendent of schools for the issuance of pay certificates for lawful purposes on any available funds of the district and to have full control of the receipt, distribution, allotment and disbursement of all funds provided for the support and operation of the schools of such school district whether such funds be derived from state appropriations, local ad valorem tax collections, or otherwise. The local school board shall be authorized and empowered to promulgate rules and regulations that specify the types of claims and set limits of the dollar amount for payment of claims by the superintendent of schools to be ratified by the board at the next regularly scheduled meeting after payment has been made;

p. To select all school district personnel in the manner provided by law, and to provide for such employee benefit programs, including accident reimbursement plans, as may be deemed necessary and appropriate by the board;

q. To provide athletic programs and other school activities and to regulate the establishment and operation of such programs and activities;

r. To join, in their discretion, any association of school boards and other public school-related organizations, and to pay from local funds other than total funding formula funds, any membership dues;

s. To expend local school activity funds, or other available school district funds, other than total funding formula funds, for the purposes prescribed under this paragraph. "Activity funds" shall mean all funds received by school officials in all school districts paid or collected to participate in any school activity, such activity being part of the school program and partially financed with public funds or supplemented by public funds. The term "activity funds" shall not include any funds raised and/or expended by any organization unless commingled in a bank account with existing activity funds, regardless of whether the funds were raised by school employees or received by school employees during school hours or using school facilities, and regardless of whether a school employee exercises influence over the expenditure or disposition of such funds. Organizations shall not be required to make any payment to any school for the use of any school facility if, in the discretion of the local school governing board, the organization's function shall be deemed to be beneficial to the official or extracurricular programs of the school. For the purposes of this provision, the term "organization" shall not include any organization subject to the control of the local school governing board. Activity funds may only be expended for any necessary expenses or travel costs, including advances, incurred by students and their chaperons in attending any in-state or out-of-state school-related programs, conventions or seminars and/or any commodities, equipment, travel expenses, purchased services or school supplies which the local school governing board, in its discretion, shall deem beneficial to the official or extracurricular programs of the district, including items which may subsequently become the personal property of individuals, including yearbooks, athletic apparel, book covers and trophies. Activity funds may be used to pay travel expenses of school district personnel. The local school governing board shall be authorized and empowered to promulgate rules and regulations specifically designating for what purposes school activity funds may be expended. The local school governing board shall provide (i) that such school activity funds shall be maintained and expended by the principal of the school generating the funds in individual bank accounts, or (ii) that such school activity funds shall be maintained and expended by the superintendent of schools in a central depository approved by the board. The local school governing board shall provide that such school activity funds be audited as part of the annual audit required in Section 37-9-18. The State Auditor shall prescribe a uniform system of accounting and financial reporting for all school activity fund transactions;

t. To contract, on a shared savings, lease or lease-purchase basis, for energy efficiency services and/or equipment as provided for in Section 31-7-14.

u. To maintain accounts and issue pay certificates on school food service bank accounts;

v. (i) To lease a school building from an individual, partnership, nonprofit corporation or a private for profit corporation for the use of such school district, and to expend funds therefor as may be available from any sources other than total funding formula funds as set by this act. The school board of the school district desiring to lease a school building shall declare by resolution that a need exists for a school building and that the school district cannot provide the necessary funds to pay the cost or its proportionate share of the cost of a school building required to meet the present needs. The resolution so adopted by the school board shall be published once each week for three (3) consecutive weeks in a newspaper having a general circulation in the school district involved, with the first publication thereof to be made not less than thirty (30) days prior to the date upon which the school board is to act on the question of leasing a school building. If no petition requesting an election is filed prior to such meeting as hereinafter provided, then the school board may, by resolution spread upon its minutes, proceed to lease a school building. If at any time before the meeting, a petition signed by not less than twenty percent (20%) or fifteen hundred (1500), whichever is less, of the qualified electors of the school district involved shall be filed with the school board requesting that an election be called on the question, then the school board shall, not later than the next regular meeting, adopt a resolution calling an election to be held within such school district upon the question of authorizing the school board to lease a school building. Such election shall be called and held, and notice thereof shall be given, in the same manner for elections upon the questions of the issuance of the bonds of school districts, and the results thereof shall be certified to the school board. If at least three-fifths (3/5) of the qualified electors of the school district who voted in such election shall vote in favor of the leasing of a school building, then the school board shall proceed to lease a school building. The term of the lease contract shall not exceed twenty (20) years, and the total cost of such lease shall be either the amount of the lowest and best bid accepted by the school board after advertisement for bids or an amount not to exceed the current fair market value of the lease as determined by the averaging of at least two (2) appraisals by certified general appraisers licensed by the State of Mississippi. The term "school building" as used in this paragraph (v)(i) shall be construed to mean any building or buildings used for classroom purposes in connection with the operation of schools and shall include the site therefor, necessary support facilities, and the equipment thereof and appurtenances thereto such as heating facilities, water supply, sewage disposal, landscaping, walks, drives and playgrounds. The term "lease" as used in this paragraph (v)(i) may include a lease/purchase contract; (ii) If two (2) or more school districts propose to enter into a lease contract jointly, then joint meetings of the school boards having control may be held but no action taken shall be binding on any such school district unless the question of leasing a school building is approved in each participating school district under the procedure hereinabove set forth in paragraph (v)(i). All of the provisions of paragraph (v)(i) regarding the term and amount of the lease contract shall apply to the school boards of school districts acting jointly. Any lease contract executed by two (2) or more school districts as joint lessees shall set out the amount of the aggregate lease rental to be paid by each, which may be agreed upon, but there shall be no right of occupancy by any lessee unless the aggregate rental is paid as stipulated in the lease contract. All rights of joint lessees under the lease contract shall be in proportion to the amount of lease rental paid by each;

w. To employ all noninstructional and nonlicensed employees and fix the duties and compensation of such personnel deemed necessary pursuant to the recommendation of the superintendent of schools;

x. To employ and fix the duties and compensation of such legal counsel as deemed necessary;

y. Subject to rules and regulations of the State Board of Education, to purchase, own and operate trucks, vans and other motor vehicles, which shall bear the proper identification required by law;

z. To expend funds for the payment of substitute teachers and to adopt reasonable regulations for the employment and compensation of such substitute teachers;

aa. To acquire in its own name by purchase all real property which shall be necessary and desirable in connection with the construction, renovation or improvement of any public school building or structure. Whenever the purchase price for such real property is greater than Fifty Thousand Dollars ($50,000.00), the school board shall not

purchase the property for an amount exceeding the fair market value of such property as determined by the average of at least two (2) independent appraisals by certified general appraisers licensed by the State of Mississippi. If the board shall be unable to agree with the owner of any such real property in connection with any such project, the board shall have the power and authority to acquire any such real property by condemnation proceedings pursuant to Section 11-27-1 et seq., , and for such purpose, the right of eminent domain is hereby conferred upon and vested in the board. The local school board is authorized to grant an easement for ingress and egress over sixteenth section land or lieu land in exchange for a similar easement upon adjoining land where the exchange of easements affords substantial benefit to the sixteenth section land; however, the exchange must be based upon values as determined by a competent appraiser, with any differential in value to be adjusted by cash payment. Any easement rights granted over sixteenth section land under such authority shall terminate when the easement ceases to be used for its stated purpose. No sixteenth section or lieu land which is subject to an existing lease shall be burdened by any such easement except by consent of the lessee or unless the school district shall acquire the unexpired leasehold interest affected by the easement;

ab. To charge reasonable fees related to the educational programs of the district, in the manner prescribed in Section 37-7-335;

ac. Subject to rules and regulations of the State Board of Education, to purchase relocatable classrooms for the use of such school district, in the manner prescribed in Section 37-1-13;

ad. Enter into contracts or agreements with other school districts, political subdivisions or governmental entities to carry out one or more of the powers or duties of the school board, or to allow more efficient utilization of limited resources for providing services to the public;

ae. To provide for in-service training for employees of the district.

af. As part of their duties to prescribe the use of textbooks, to provide that parents and legal guardians should be responsible for the textbooks and for the compensation to the school district for any books which are not returned to the proper schools upon the withdrawal of their dependent child. If a textbook is lost or not returned by any student who drops out of the public school district, the parent or legal guardian shall also compensate the school district for the fair market value of the textbooks;

ag. To conduct fund-raising activities on behalf of the school district that the local school board, in its discretion, deems appropriate or beneficial to the official or extracurricular programs of the district; subject to the following:

i. Any proceeds of the fund-raising activities shall be treated as "activity funds" and shall be accounted for as are other activity funds under this section; and

ii. Fund-raising activities conducted or authorized by the board for the sale of school pictures, the total of caps and gowns or the sale of graduation invitations for which the school board receives a commission, rebate or fee shall contain a disclosure statement advising that a portion of the proceeds of the sales or rentals shall be contributed to the student activity fund;

ah. To allow individual lessons for music, art and other curriculum-related activities for academic credit or nonacademic credit during school hours and using school equipment and facilities, subject to uniform rules and regulations adopted by the school board;

ai. To charge reasonable fees for participating in an extracurricular activity for academic or nonacademic credit for necessary and required equipment such as safety equipment, band instruments and uniforms;

aj. To conduct or participate in any fund-raising activities on behalf of or in connection with a tax-exempt charitable organization;

ak. To exercise such powers as may be reasonably necessary to carry out the provisions of this section;

al. To expend funds for the services of nonprofit arts organizations or other such nonprofit organizations who provide performances or other services for the students of the school district;

am. To expend federal funds, or any other available funds that are expressly designated and authorized for that use, to pay training, educational expenses, salary incentives and salary supplements to employees of local school districts; except that incentives shall not be considered part of the local supplement, nor shall incentives be considered part of the local supplement paid to an individual teacher for the purposes of Section 37-19-7(1);

an. To use any available funds, not appropriated or designated for any other purpose, for reimbursement to the state-licensed employees from both in-state and out-of-state, who enter into a contract for employment in a school district, for the expense of moving when the employment necessitates the relocation of the licensed employee to a different geographical area than that in which the licensed employee resides before entering into the contract. The reimbursement shall not exceed One Thousand Dollars ($1,000.00) for the documented actual expenses incurred in the course of relocating, including the expense of any professional moving company or persons employed to assist with the move, rented moving vehicles or equipment, mileage in the amount authorized for county and municipal employees under Section 25-3-41 if the licensed employee used his personal vehicle or vehicles for the move, meals and such other expenses associated with the relocation. No licensed employee may be reimbursed for moving expenses under this section on more than one (1) occasion by the same school district. Nothing in this section shall be construed to require the actual residence to which the licensed employee relocates to be within the boundaries of the school district that has executed a contract for employment in order for the licensed employee to be eligible for reimbursement for the moving expenses. However, the licensed employee must relocate within the boundaries of the State of Mississippi. Any individual receiving relocation assistance through the Critical Teacher Shortage Act as provided in Section 37-1595 shall not be eligible to receive additional relocation funds as authorized in this paragraph;

ao. To use any available funds, not appropriated or designated for any other purpose, to reimburse people who interview for employment as a licensed employee with the district for the mileage and other actual expenses incurred in the course of travel to and from the interview at the rate authorized for county and municipal employees under Section 25-3-41;

ap. Consistent with the report of the Task Force to Conduct a Best Financial Management Practices Review, to improve school district management and use of resources and identify cost savings as established in Section 8 of Chapter 610, Laws of 2002, local school boards are encouraged to conduct independent reviews of the management and efficiency of schools and school districts. Such management and efficiency reviews shall provide state and local officials and the public with the following:

i. An assessment of a school district's governance and organizational structure;

ii. An assessment of the school district's financial and personnel management;

iii. An assessment of revenue levels and sources;

iv. An assessment of facilities utilization, planning and maintenance;

v. An assessment of food services, transportation and safety/security systems;

vi. An assessment of instructional and administrative technology;

vii. A review of the instructional management and the efficiency and effectiveness of existing instructional programs; and

viii. Recommended methods for increasing efficiency and effectiveness in providing educational services to the public;

aq. To enter into agreements with other local school boards for the establishment of an educational service agency (ESA) to provide for the cooperative needs of the region in which the school district is located, as provided in

Section 37-7-345.

ar. To incorporate financial literacy components within the curriculum offered to students in Grades 6-8. Current curriculum for Grades 6-12 shall include content on financial literacy education. Beginning with the graduating class of 2032, each student, during Grade 9, 10, 11, or 12, shall take and pass a one-half Carnegie Unit course in personal finance, or a full Carnegie Unit course where at least one-half of the course standards concern financial literacy, in order to earn a high school diploma. The financial literacy program shall include, but is not limited to, instruction in the same areas of personal business and finance as required under Section 37-1-3(2)(b). The school board may coordinate with volunteer teachers from local community organizations, including, but not limited to, the following: United States Department of Agriculture Rural Development, United States Department of Housing and Urban Development, Junior Achievement, bankers and other nonprofit organizations. In addition to any financial literacy standards administratively required by the State Department of Education's College-and-Career-Readiness course, the financial literacy program for Grades 9, 10, 11, and 12 may include, without limitation;

i. Financial decision-making;

ii. Earning an income, tax obligations and withholding;

iii. Personal budgeting, saving, spending and cash flow management;

iv. Financial services, including types of credit, using credit, credit reports and interest calculations;

v. Postsecondary education financing, including loans, repayment and cost-benefit analysis for expected employment; and

vi. Consumer rights, identify protection and fraud avoidance.

as. To collaborate with the State Board of Education, Community Action Agencies or the Department of Human Services to develop and implement a voluntary program to provide services for a full-day prekindergarten program that addresses the cognitive, social, and emotional needs of four-year-old and three-year-old children. The school board may utilize any source of available revenue to fund the voluntary program. Effective with the 2013-2014 school year, to implement voluntary prekindergarten programs under the Early Learning Collaborative Act of 2013 pursuant to state funds awarded by the State Department of Education on a matching basis;

at. With respect to any lawful, written obligation of a school district, including, but not limited to, leases(excluding leases of sixteenth section public school trust land), bonds, notes, or other agreement, to agree in writing with the obligee that the Department of Revenue or any state agency, department or commission created under state law may:

i. Withhold all or any part (as agreed by the school board) of any monies which such local school board is entitled to receive from time to time under any law and which is in the possession of the Department of Revenue, or any state agency, department or commission created under state law; and

ii. Pay the same over to any financial institution, trustee or other obligee, as directed in writing by the school board, to satisfy all or part of such obligation of the school district.

The school board may make such written agreement to withhold and transfer funds irrevocable for the term of the written obligation and may include in the written agreement any other terms and provisions acceptable to the school board. If the school board files a copy of such written agreement with the Department of Revenue, or any state agency, department or commission created under state law, then the Department of Revenue or any state agency, department or commission created under state law shall immediately make the withholdings provided in such agreement from the amounts due the local school board and shall continue to pay the same over to such financial institution, trustee or obligee for the term of the agreement.

This paragraph (at) shall not grant any extra authority to a school board to issue debt in any amount

exceeding statutory limitations on assessed value of taxable property within such school district or the statutory limitations on debt maturities, and shall not grant any extra authority to impose, levy or collect a tax which is not otherwise expressly provided for, and shall not be construed to apply to sixteenth section public school trust land;

au. With respect to any matter or transaction that is competitively bid by a school district, to accept from any bidder as a good faith deposit or bid bond or bid surety, the same type of good faith deposit or bid bond or bid surety that may be accepted by the state or any other political subdivision on similar competitively bid matters or transactions. This paragraph (uu) shall not be construed to apply to sixteenth section public school trust land. The school board may authorize the investment of any school district funds in the same kind and manner of investments, including pooled investments, as any other political subdivision, including community hospitals;

av. To utilize the alternate method for the conveyance or exchange of unused school buildings and/or land, reserving a partial or other undivided interest in the property, as specifically authorized and provided in Section 37-7-485, Mississippi Code of 1972;

aw. To delegate, privatize or otherwise enter into a contract with private entities for the operation of any and all functions of nonacademic school process, procedures and operations including, but not limited to, cafeteria workers, janitorial services, transportation, professional development, achievement and instructional consulting services, materials and products, purchasing cooperatives, insurance, business manager services, auditing and accounting services, school safety/risk prevention, data processing and student records, and other staff services; however, the authority under this paragraph does not apply to the leasing, management or operation of sixteenth section lands. Local school districts, working through their regional education service agency, are encouraged to enter into buying consortia with other member districts for the purposes of more efficient use of state resources as described in Section 37-7345.

ax. To partner with entities, organizations and corporations for the purpose of benefiting the school district;and

ay. To borrow funds from the Rural Economic Development Authority for the maintenance of school buildings.

az. To fund and operate voluntary early childhood education programs, defined as programs for children less than five (5) years of age on or before September 1, and to use any source of revenue for such early childhood education programs. Such programs shall not conflict with the Early Learning Collaborative Act of 2013 and;

ba. To issue and provide for the use of procurement cards by school board members, superintendents and licensed school personnel consistent with the rules and regulations of the Mississippi Department of Finance and Administration under Section 31-7-9; and

bb. To conduct an annual comprehensive evaluation of the superintendent of schools consistent with the assessment components of paragraph (ap) of this section and the assessment benchmarks established by the Mississippi School Boards Association to evaluate the success the superintendent has attained in meeting district goals and objectives, the superintendent's leadership skills and whether or not the superintendent has established appropriate standards for performance, is monitoring success and is using data for improvement.

PROCESS STANDARDS

Additional statutory and regulatory requirements for school boards and school districts are made part of the state process for school accreditation and accountability. Please refer to the most recent edition of the Mississippi Public School Accountability Standards (MPSAS).

MS Code	Description
37-151-200	Title 212
37-7-301	General powers and duties.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
AA	School District Legal Status
ABBA	General Home Rule Authority
ABCB	Board Members Qualifications
AC	School District Organization Plan
ACC	Trademark Policy
AF	School Day
AFA	Flag Display
BA	Board Operations Goals and Objectives Mission Statement
BBABA	Duties of Board President
BBABC	Duties of Board Secretary
BBBB	Orientation of New Board Members
BBBC	Board Member Development (Training) Opportunity
BBD	Board-School Superintendent Relations
BBF	Advisory Committees to the Board
BBG	Consultants to the Board
BBI	Board/Staff Relations
BBJ	Review of Board Procedures
BD	Board Policy Development
BDF	Review of Administrative Rules
BDG	Administration in Policy Absence
BDH	Suspension of Board Policies
BG	School Board Membership
CA	General School Administration Goals and Objectives
CEB	Duties of Superintendent
CEI	Superintendent Evaluation
DE	Debt Limitation
DO	School Properties Disposal Procedure
EBJ	School Property Development Act of 2005
JK	Fundraising - Students
MB	Relations With Nonpublic Schools

October 12, 2026

To: Mr. William Bentz
Superintendent of Education

From: Natasha R. Williams, Ph.D.
Director of Research & Development

Re: Approval of Revisions to Policy ABB: Board Powers and Duties
Approval of Revisions to Policy ABCB: Board Member Qualifications
Approval of Revisions to Policy BA: Board operations Goals and Objectives Mission Statement
Approval of Revisions to Policy BBJ: Review of Board Procedures
Approval of Revisions to Policy CN: Administrative Records
Approval of Revisions to Policy CNB: Managing and Retaining Administrative Records
Approval of Revisions to Policy EEAA: Alternate Meals Policy
Approval of Revisions to Policy ICFA: Textbook Policy
Approval of Revisions to Policy IHE: Promotion and Retention
Approval of Revisions to Policy JBA: Compulsory School Attendance/School Age
Approval of Revisions to Policy JCDAC: Drugs and Alcohol (Possession or Reasonable Suspicion)
Approval of Revisions to Policy JCDAE: Weapons
Approval of Revisions to Policy JCDAE (2): Possession of Weapons on School Property
Approval of Revisions to Policy JDE: Expulsion

Please find attached the revisions for attached policies. The Harrison County School Board subscribes to the Mississippi School Board Association Policy Service, and it is up to each district that subscribes to this service to adopt, review, revise, and implement policy to ensure compliance with current practices.

Please advise if you have any questions or concerns regarding the attached policy. Thanks in advance for your consideration.

11072 Highway 49
Gulfport, MS 39503
Telephone: (228)539-6500 Facsimile: (228)539-6507
William Bentz, Superintendent of Education

Policy ABCB: Board Members Qualifications

Status: DRAFT

Original Adopted Date: 09/17/2013

GENERAL ELIGIBILITY

In order for a person to be eligible to hold the office of trustee of any school district, such person must be a bona fide resident and a qualified elector of such school district, and, in the case of a school district lying in two or more counties, but not including municipal separate school districts, such person must be a bona fide resident and a qualified elector of the territory entitled to such representation on the board. 37-7-201

No person who is a member of the appointing body, or who is an employee of the municipality, or who is a member of the county board of education, or who is a trustee of any public, private, or sectarian school or college located in the county, inclusive of the municipal separate school district, or who is a teacher in or a trustee of said school district shall be eligible for appointment to a municipal separate school district board of trustees. 37-7-203

No person who is a resident of the territory embraced within a municipal separate school district or a special municipal separate school district shall be eligible to be a member of the county board of education. Qualified electors residing within a municipal separate school district or special municipal separate school district shall not be eligible to vote or participate in the election of members of the county board of education. These provisions ~~of this section~~ shall be applicable in the case of a special municipal separate school district and a line consolidated school district of which another county is the home county which together occupy all of the territory of a supervisors district of the county. 37-5-3

School board members should consult Title 37, Chapters 5 and 7 of the Mississippi Code for all qualifications and procedures.

BASIC AND CONTINUING EDUCATION REQUIREMENTS

1. Every school board member selected after July 1, 2002, shall have a high school diploma or its equivalent.

2. Every school board member selected after July 1, 1993, shall be required to complete a basic course of training and education for local school board members, in order for board members to carry out their duties more effectively and be exposed to new ideas involving school restructuring. Such basic course of training shall be conducted by the Mississippi School Boards Association. Upon completion of the basic course of training, the Mississippi School Boards Association shall file a certificate of completion for the school board member with the office of the local school board. In the event that a board member fails to complete such training within six (6) months of his selection, such board member shall no longer be qualified to serve and shall be removed from office.

3. In addition to meeting the requirements of number 2 above~~subsection (2) of this section~~, after taking office, each school board member shall be required to file annually in the office of the school board a certificate of completion of a course of continuing education conducted by the Mississippi School Boards Association. In addition, those board members required to attend the additional training as provided in Section 37-3-4(5)(c) shall be required to comply with the same annual certification for such additional training.

4. Every school board member selected after July 1, 2002, shall spend at least one (1) full day in a school in the district they represent, without compensation.

5. Upon the failure of any local school board member to file with the school board the certificate of completion of the basic or continuing course of training as provided by numbers 2 and 3 above~~in subsection (2) or (3) of this section~~, or the additional training as required in Section 37-3-4(5)(c), the school board member shall be removed from office by the Attorney General. In the event of a medical or other catastrophic hardship that prevents such school board member from obtaining the required training or filing such certificate, as may be defined by the Board of Directors of the Mississippi School Boards Association by rule and regulation, an additional period of three (3) months may be allowed to satisfy the requirements of numbers 2 and 3 above~~subsection (2) or (3)~~. 37-7-306

MS Code	Description
37-3-4	School Executive Management Institute; basic and continuing education courses for school board members.
37-5-3	Residency requirements of members of board; qualifications of electors.
37-7-201	Qualifications for office of trustee
37-7-203	Composition of boards of trustees of municipal separate school districts and certain mayor-council forms of government; qualifications, selection, and terms of office of members of boards.
37-7-306	Training and education requirements.

Cross References	Description
ABB	Board Powers and Duties
ABCD	Method of Election
BBBC	Board Member Development (Training) Opportunity

Policy BA: Board Operations Goals and Objectives Mission Statement

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 09/08/2025 | **Last Reviewed Date:** 12/15/2025

BOARD OPERATIONS GOALS, OBJECTIVES, VISION AND MISSION STATEMENT

HARRISON COUNTY SCHOOL DISTRICT VISION STATEMENT

The Harrison County School District envisions a safe, caring, and connected learning community that empowers staff, supports student success, and fosters schools where every learner becomes a leader and productive citizen.

MISSION STATEMENT OF THE HARRISON COUNTY SCHOOL DISTRICT

The mission of the Harrison County School District is to promote an inclusive, engaging, and academically rigorous environment where students are challenged to reach their full potential, educators are supported to grow professionally, and families and communities are active partners in preparing learners for leadership and life beyond the classroom.

BOARD OPERATIONS

The Board of Trustees of the Harrison County School District shall actively monitor the policies which require the implementation of performance-based education. The Board shall adopt performance-based educational policies and provide appropriate leadership through actions described in Board minutes.

The Board of Trustees shall meet the process standards as specified in the current State Board of Education Mississippi Public School Accountability Standards.

1. The school district is governed by a policy-making board (hereafter called the Board of Trustees or the Board) which holds regular meetings.

2. The Board maintains, in perpetuity, records of all official actions in minutes dated and signed by the Board's chairperson and the Board's secretary.

3. Current copies of the Board policies, which follow State Board of Education policies and state and federal laws and regulations, are published and are available for public review in the district's central office and in the central office of each school.

4. Board policy follows state board policies and state and federal laws related to non-discriminatory practices in the operation of the school.

5. Board policy follows state and federal laws and related regulations and procedures for employment, retention, and dismissal of all personnel.

6. The Board has adopted and implemented a formal personnel appraisal system for licensed staff which includes assessment of employees' on-the-job performance.

7. The Board assigns all executive and administrative duties to the superintendent who is properly licensed and chosen in the manner prescribed by law. The term superintendent refers to the chief administrative officer of the school district.

8. The Board has adopted a salary schedule, which provides, at a minimum, equal pay for equal preparation, experience, and responsibility for all personnel.

9. The salary schedule ensures that the superintendent is the highest monthly and annually paid Board employee.

10. The salary schedule ensures that the principal is the highest monthly and annually paid Board employee in each school.

11. The Board adopts the objectives which form the core curriculum, which is systematically delivered throughout the district and implements an instructional management system that has been adopted by the Board and that includes, at a minimum, the competencies required in the curriculum frameworks approved by the State Board of Education.

12. Board policy establishes criteria for promotion and retention decisions.

13. Board policy ensures that the district require strategic planning to meet accreditation regulations.

14. Board policy addresses the development of guidelines for: 1) programs to lower student dropout rates and 2) district-wide student disciplinary practices.

15. Board members complete required basic and continuing education programs provided through the School Executive Management Institute.

16. The Board adopts policies to limit and reduce the number and length of written reports that classroom teachers are required to prepare.

17. The Board reviews all adopted policies annually and takes appropriate action concerning their revision, maintenance, and/or repeal.

18. The Board members are bonded in accordance with state law.

19. Board Meetings follow Roberts Rules of Order, Revised.

School board policies that comply with state and federal statutes, rules, and regulations serve as the basis of operation for the district, and current copies (print or electronic) of school board policies are published and available for public review.

The Mississippi Public School Accountability Standard for this policy is standard 1.

Cross References	Description
ABB	Board Powers and Duties
BBC	Governance Standards
BBCA	Role of the Board
BD	Board Policy Development
CA	General School Administration Goals and Objectives
CEB	Duties of Superintendent
CMA	Administrative Rules
FA	Facility Goals and Objectives

Cross References	Description
GAHB	Political Activity of Staff Members
IB	Instructional Goals
IDA	Education Plan / Program Improvement
JAA	Equal Educational Opportunities
JF	Academic Achievement
JO	Student-Community Relations

Policy BBJ: Review of Board Procedures

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 11/04/2020 | **Last Reviewed Date:** 12/15/2025

REVIEW OF BOARD PROCEDURES

This school board shall periodically establish realistic objectives related to board procedures, district goals, and the board-superintendent relationship, and shall, at specified intervals, measure its performance against the stated objectives.

The following areas of school board operations and relationships are representative of those in which objectives may be set and progress appraised:

1. Board Meetings
2. Policy Development
3. Fiscal Management
4. Board Role in Academic Program Development
5. New Board Member Orientation
6. Board Member Development & Continuing Education
7. Board Officers' Performance
8. Board-Superintendent Relationship
9. Board-Staff Relationships
10. Board-Community Relationships
11. Legislative and Governmental Relations
12. Relations with the Media
13. Crisis Management

The superintendent and other administrative officers who work regularly with the board shall be asked to participate in this review. ~~Note: A board of trustees of a school district may not formulate policy by way of a telephone conference or poll.~~

MS Attorney General	Description
MS Attorney General	Opinion No. 2001-0004

Cross References	Description
ABB	Board Powers and Duties
BBD	Board-School Superintendent Relations
BBG	Consultants to the Board
BDE	Review of Board Policy

Cross References	Description
CEB	Duties of Superintendent

Policy CEQ: Official Letters of Recommendation **Status:** DRAFT

Original Adopted Date: Pending

The _____School District shall issue employment references and letters of recommendation in an authorized, accurate, and legally compliant manner. Unauthorized references or communications that imply district or board endorsement are prohibited.

Only the Superintendent or designees authorized in writing may issue official district employment references.

SCHOOL BOARD LIMITATION OF AUTHORITY

The School Board, acting only as a collective body, does not issue letters of recommendation or employment references for current or former district employees. No individual board member is authorized to issue employment references on behalf of the School Board or the School District.

Any letter written by a board member is a personal communication only, does not reflect official board action, and the issuing board member assumes full personal responsibility and liability for its content.

EMPLOYEE REFERENCES

District employees may not issue employment references using district letterhead, titles, or resources unless authorized in writing by the Superintendent. Personal references must clearly state they are provided in an individual capacity and do not represent the School District.

EMPLOYMENT VERIFICATION

Employment verification requests shall be handled exclusively by the Human Resources Department and limited to information permitted by law.

MEDIA INQUIRIES

All media inquiries regarding current or former employees shall be referred to the Superintendent or designated spokesperson. Unauthorized statements are prohibited.

COMPLIANCE

Violations of this policy may result in disciplinary action consistent with district procedures and applicable law.

MS Code	Description
37-9-17	Selection of licensed employees or non-instructional employees to be employed for school year; increase in compensation of certain licensed employees; fingerprinting and criminal background checks for applicants.

Cross References	Description
KBB	Media Access to School Campuses

Policy CN: Administrative Records

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 12/13/2021 | **Last Reviewed Date:** 01/26/2026

ADMINISTRATIVE RECORDS

This school board, as created and empowered by law, shall keep and preserve permanently a copy of all district-wide reports required by the State Board of Education to be filed on an annual basis.

Copies of those district-wide reports required by the State Board of Education on less than an annual basis may be destroyed after five (5) years upon approval of the school board of the school district.

All supporting documents necessary to compile such district-wide reports, except as delineated in Section 37-15-8 may be destroyed after three (3) years following the academic year for which the report was made upon approval of the school board of the school district. ' 37-15-4 (1987) The superintendent or the administrative superintendent of the school district shall have the authority, with the approval of the school board of the school district spread upon its minutes, to dispose of the following records:

A. After five (5) years:

1. Bank statements
2. Canceled warrants and pay certificates
3. School board paid bills
4. Bids received, either accepted or rejected, for supplies, materials, equipment and construction
5. Depository receipt warrants
6. School board claims dockets, where claims are recorded on the minutes of the board
7. Original of school board's orders after such orders have been recorded in the minute book
8. Canceled bonds and coupons
9. Tax collector's reports of tax collection to superintendent of schools
10. Transportation records.

B. After three (3) years:

1. Teacher contracts, computed from the expiration date thereof
2. Bus purchase documents
3. Teachers registers, principals' reports, and other evidence necessary to prepare the reports to the State Board of Education.

C. After period to be set by the State Board of Education such other documents of a temporary or transitory nature as the State Board of Education by regulation shall designate.

Notwithstanding any of the provisions of Sections 37-15-1 through 37-15-4, 37-15-8 and 37-15-10 to the contrary, no records which are in the process of being audited by the State Department of Audit, or which are the basis of litigation, shall be destroyed until at least twelve (12) months after final completion of said audits and litigation. ' 37-15-8 (1987)

At no time may a permanent record of a student be destroyed, but cumulative folders may be destroyed by order of the school board in not less than five (5) years after the permanent record of the pupil has become inactive and has been transferred to the central depository of the district. However, where a school district makes complete copies of inactive permanent records on photographic film or microfilm which may be reproduced as needed, the permanent records may be destroyed after the photographic film or microfilm copy has been stored in the central depository of the district. '37-15-3 (1995)

The district must retain all federal award records for three (3) years from the date of submission of their final financial report. For awards that are renewed quarterly or annually, the district must retain records for three (3) years from the date of submission of their quarterly or annual financial report, respectively. Records to be retained include, but are not limited to, financial records, supporting documentation, and statistical records. Federal agencies or pass-through entities may not impose any other record retention requirements except as provided under 2 CFR § 200.334.

MS Code	Description
37-15-1	Maintenance of permanent records and cumulative folders for pupils; requirement of certified birth certificate or other evidence of age.
37-15-10	37-15-10
37-15-2	Storage of permanent records
37-15-3	Storage of cumulative folders; access to records; disposition of records upon transfer of student between schools; destruction of records.
37-15-4	Maintenance of records relating to district-wide reports.
37-15-8	Schedule for disposal of records.
39-5-9	Local Government Records Office

Other References	Description
2 CFR § 200.334	Record Retention Requirements

Cross References	Description
BE	School Board Records
CNA	Access to Public Records
CNA-E(1)	Access to Public Records
GAR	Professional Personnel Records
GAR-E(1)	Professional Personnel Records
JR	Student Records
JRAB	Compliance with FERPA

Policy CNB: Managing and Retaining Administrative Records

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 01/26/2026 | **Last Reviewed Date:** 01/26/2026

MANAGING AND RETAINING ADMINISTRATIVE RECORDS

The school system shall establish and maintain a comprehensive records management program based on applicable legal, fiscal, administrative, and historical requirements, in accordance with the Mississippi Public Records Act of 1983 (MS Code Section 25-61-1 et seq.) The program shall provide for the proper and effective management of records created or received by all departments and schools of the school system.

The district must retain all federal award records for three (3) years from the date of submission of their final financial report. For awards that are renewed quarterly or annually, the district must retain records for three (3) years from the date of submission of their quarterly or annual financial report, respectively. Records to be retained include, but are not limited to, financial records, supporting documentation, and statistical records. Federal agencies or pass-through entities may not impose any other record retention requirements except as provided under 2 CFR § 200.334

The Superintendent and/or a designated records management coordinator shall plan, coordinate, implement and manage such activities and procedures as may be necessary to comply with state and federal requirements regarding the retention, storage, retrieval, and destruction of records, including electronic documents and communications. Such procedures shall be followed on a consistent basis throughout the school system and shall provide for accurate and effective production of records and/or the prevention of routine destruction of records related to a legal claim that may be made against the school district.

Last Review Date: **January 26, 2026**
Review History:[05/02/16][05/16/16][10/24/16][11/07/16][11/06/17][11/27/17][01/28/19][02/04/19][09/09/19][09/23/19][12/14/20][01/19/21][12/06/21][12/13/21][03/20/23][04/03/23][04/08/24][04/22/24][04/07/25][01/26/2026]

MS Code	Description
25-61-1	Short title; legislative policy regarding right of access to records.

Other References	Description
2 CFR § 200.334	Record Retention Requirements

Policy EEAA: Alternate Meals Policy

Status: DRAFT

Original Adopted Date: 12/17/2018 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

Alternate Meals Policy

In accordance with the recommendation on the charging of meals by the MS State Department of Education, Harrison County Public School District shall comply with the regulations as follows:

Full Pay Students – Harrison County School District students will pay for meals at the published standard rate each day~~.~~ and ~~Students will~~ be allowed to charge for meals in accordance to this policy when parents fail to send money for meals. Students who pay full price for meals will be allowed a limit of up to ~~$28.75~~ $32.50 for reimbursable meals or 5 days for breakfast & lunch.

Reduced Price Meals – ~~Reduced status children~~ Students will be allowed to receive lunch for **.40** cents and breakfast for **.30** cents a day. Students paying a reduced price for meals will be allowed a limit of up to $3.50 or 5 days for breakfast & lunch meals.

Students may charge a breakfast meal or lunch meal until the charge limit is reached. Once a student has reached the charge limit, he/she will be offered an alternate meal prior to the meal period. Arrangements will be coordinated between the Cafeteria Manager and the ~~school's designee~~ Principal ~~for alternate meal distribution.~~ The alternate meal will be charged to the child's meal account at a discounted rate o~~f $1.75~~ $2.00 for Full Pay Lunch, **.25** cents for Reduced Price Lunch, $1.25 for Full Pay Breakfast, **.15** cents for Reduced Price Breakfast.

Extra food items are not an allowable charge.

Free Meal Benefit – ~~Free status children~~ Students will be allowed to receive a free breakfast and a free lunch each day. À la carte items must be pre-paid or paid for at point of sale.

The Harrison County School District will not disclose children's free and reduced eligibility status, unless required by law.

Parents/Guardians – Parents/guardians will receive ~~begin receiving~~ low balance notifications via the school information system when students' account balance reaches **(-.01)** cent. Additionally, a notification letter will be sent to the school's designated person for distribution to the student's household. Parents will be informed in the notification letters that once students reach the charge limit, they will be given an alternate meal.

Charge Limit – The parents/guardians will be notified that their child has reached the charge limit and that he/she will receive an alternative meal. Alternate meals will be limited to a sack meal containing a cold-cut sandwich, fruit, and milk. ~~Once this limit is reached, the Department of Child Nutrition will contact the household.~~

Households experiencing financial difficulties and whose income or household size have changed are encouraged to complete or update a free and reduced-price meal application at any time throughout the school year.

Last Review: **October 27, 2025**
Review History [12/03/2018][12/17/2018][11/4/19][11/18/19][03/01/21][03/15/21][02/21/22][03/07/22][4/17/2023][5/1/2023][5/6/2024][5/20/2024][10/27/25]

Policy ICFA: Textbook Policy

Status: DRAFT

Original Adopted Date: 03/07/2016 | **Last Revised Date:** 09/22/2025 | **Last Reviewed Date:** 09/22/2025

This school district provides textbooks free of charge to students. It is the duty of each student to care for the textbooks to the best of his/her ability. Students who lose or damage textbooks are required to pay for them. Students should take pride in the upkeep of their textbooks. Teachers are instructed to assess fines for amounts up to the current value of a book when it is obvious that the student has damaged or defaced the book."

Textbook fines and damage replacement schedule:

DAMAGE	FINE
Writing/drawing/scribbling in book	$1.00 per page
Excess wear/damage but still usable	10% of cost of the book
Cover of book damaged	25% of cost of the book
Spine damaged	25% of cost of the book
Water damaged but still usable	25% of cost of the book
Water damaged, not usable	Cost of the book
Pages missing, not usable	Cost of the book
Obscene writing or drawing on or in the book	Cost of the book
Non-returned book	Cost of the book

The district will keep an active and surplus inventory for each school in the district to be completed by June 15 of each year. The district will report the inventory in the Textbook Inventory Management System.

The superintendent or designee shall establish procedures to support this policy.

The Mississippi Public School Accountability Process Standard for this policy is Standard 19.

Last Review Date: **September 22, 2025**
Review History:[02/15/16][03/07/16][05/15/17][06/05/17][02/05/18][02/19/18][03/25/19][04/01/19][02/03/2020][02/17/2020][05/03/21][05/24/21][05/02/22][05/16/22][5/15/23][6/5/23][08/19/24][09/09/24][09/22/25]

MS Code	Description
37-43-51	Reports by Schools Receiving Textbooks

Policy IHE: Promotion and Retention

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 09/28/2026 | **Last Reviewed Date:** 09/28/2026

PROMOTION AND RETENTION

Promotion and retention shall be based upon the mastery of objectives.

1. The Harrison County School District School Board shall establish standards for graduation from its schools which shall include, as a minimum:

a. Mastery of minimum academic skills as measured by assessments developed and administered by the State Board of Education; and

b. Completion of a minimum number of academic credits, including a one-half Carnegie Unit credit course in personal finance or a full Carnegie Unit course where half the course standards are financial literacy as set forth under Mississippi law, and all other applicable requirements prescribed by the district school board.

2. A student who meets all requirements prescribed in subsection (1) of this section shall be awarded a standard diploma in a form prescribed by the state board.

3. The State Board of Education may establish student proficiency standards for promotion to grade levels leading to graduation. 37-16-7

Beginning in the 2027-2028 school year, the State Board of Education shall incorporate financial literacy components within the existing curriculum offered in Grades 6–8.

Beginning with the graduating class of 2032, each student, during Grade 9, 10, 11, or 12, shall take and pass a one-half (1/2) Carnegie Unit course in personal finance or a full Carnegie Unit course where at least one-half (1/2) of the course standards concern financial literacy in order to earn a high school diploma.

KINDERGARTEN
Students may be retained if adequate progress is not demonstrated toward the mastery of the Kindergarten Standards.

FIRST AND SECOND GRADES
Students must pass reading, mathematics, and language arts with a minimum average of 65.

THIRD GRADE STUDENTS
Beginning in the 2018-2019 school year, if a student's reading deficiency is not remedied by the end of the student's Third-Grade year, as demonstrated by the student scoring above the lowest two (2) achievement levels in reading on the state annual accountability assessment or on an approved alternative standardized assessment for Third Grade, the student shall not be promoted to Fourth Grade. 37-177-9

Students must pass reading, mathematics, and language arts with a minimum average of 65. In accordance with the Literacy-Based Promotion Act, third grade students who are not reading on grade level by the end of the third grade will be retained unless they qualify for a Good Cause Exemption.

FOURTH THROUGH SIXTH GRADES
Students must pass English Language Arts, mathematics, science, and social studies with a minimum average of 65, or they will be retained.

MID-YEAR PROMOTION
Students in fourth and fifth grade that failed to meet the Harrison County School District's Promotion Policy and are one or more years behind are eligible for mid-year promotion if they meet the required criteria and are approved by the Superintendent or Assistant Superintendent of Curriculum. Please see Building Administrator for details. Third-graders are not eligible for mid-year promotion due to the Literacy-Based Promotion Act.

SEVENTH AND EIGHTH GRADE PROMOTION AND RETENTION
Students must pass each course taken with a minimum average of 65 or they will be retained.

SPECIAL EDUCATION STUDENTS

The State Department of Education shall establish goals for the performance of students with disabilities that will promote the purpose of IDEA and are consistent, to the maximum extent appropriate, with other goals and standards for students established by the State Department of Education. Performance indicators used to assess progress toward achieving those goals that, at a minimum, address the performance of students with disabilities on assessments, drop-out rates, and graduation rates shall be developed. Every two (2) years, the progress toward meeting the established performance goals shall be reported to the public. 37-23-133 and 37-23-1

For information on the awarding of a special diploma, please refer to MS Code 37-16-11.

Students enrolled in the Harrison County School District shall earn Carnegie units and course credit through courses offered and approved by the district. Student academic progress, course completion, and credit attainment shall be measured and evaluated based on the curriculum and courses available through Harrison County School District. A student currently enrolled in Harrison County School District shall not simultaneously enroll in an external online program, virtual school, or homeschool program for the purpose of earning Carnegie units, recovering course credit, or obtaining a passing grade for a course that is offered by HCSD and has not been successfully completed by the student. Any exception to this requirement must receive prior written approval from the appropriate Harrison County School District administration and comply with all applicable district policies and state regulations.

The Mississippi Public School Accountability Standard for this policy is standard 21.

MS Code	Description
37-16-11	Special diploma or certificate of completion for handicapped students; occupational diploma for students with disabilities.
37-16-7	Establishment of graduation standards established by district school boards; standard diploma.
37-177-9	37-177-9
37-23-1	Purpose of §§ 37-23-1 through 37-23-159; design of programs and services; accountability system.
37-23-133	37-23-133

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
IB	Instructional Goals
ICHI	Literacy Based Promotion
IDDF	Special Education Programs
IHA	Grading System
IHF	Graduation Requirements

Policy JBA: Compulsory School Attendance/School Age

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 06/29/2026

The term "minor" when used in any statute, shall include any person, male or female, under twenty-one years of age. MS Code 1-3-27

This school district shall comply with the requirements of the "Mississippi Compulsory School Attendance Law" (37-13-91). Appropriate reports as required by law shall be provided to the Mississippi Department of Education's Office of Compulsory School Attendance Enforcement.

COMPULSORY- SCHOOL-AGE CHILD

"Compulsory-school-age child" means a child who has attained or will attain the age of six (6) years on or before September 1 of the calendar year and who has not attained the age of seventeen (17) years on or before September 1 of the calendar year; and shall include any child who has attained or will attain the age of five (5) years on or before September 1 and has enrolled in a full-day public school kindergarten program. 37-13-91 (2) (f)

Compulsory-school-age children must be enrolled in school unless the child is:

1. Physically, mentally or emotionally incapable of attending school as determined by the appropriate school official based upon sufficient medical documentation;

2. Enrolled in and pursuing a course of special education, remedial education or education for children with physical or mental disadvantages or disabilities; or

3. Being educated in a legitimate home instruction program. 37-13-91 (3)

REPORTS

If a compulsory-school-age child has not been enrolled in school within fifteen (15) calendar days after the first day of the school year or if a child has accumulated five (5) unlawful absences during the school year, the superintendent shall or his designee, shall report, on the form provided by the State Department of Education, by close of the business of the next business day, the unlawful absences to the school attendance officer. The superintendent, or his designee, shall report any student suspensions or student expulsions to the school attendance officer when they occur. 37-13-91 (6)

School districts shall maintain accurate records documenting enrollment and attendance in a manner that allows the State Department of Education to make an assessment of changes in enrollment and attendance, including dropout rates.

The State Department of Education shall compile annually a statewide report on school district effectiveness in reducing absentee problems, dropout rates, and other attendance-related problems during the previous school year, incorporate the information into the annual Mississippi Report Card required by Section 37-3-53, Mississippi Code of 1972, on school district performance and offer technical assistance and coordination services to assist districts in improving performance.

UNLAWFUL ABSENCES / VALID EXCUSES

An "unlawful absence" is an absence during a school day by a compulsory-school-age child, which absence is not due to a valid excuse for temporary nonattendance. Days missed from school due to disciplinary suspension shall not be considered an "excused" absence under this section. Each of the following shall constitute a valid excuse for temporary nonattendance, provided satisfactory evidence of the excuse is provided to the superintendent or his designee:

1. Attendance at an authorized school activity with the prior approval of the superintendent of the school district or his designee (These activities may include field trips, athletic contests, student conventions, musical festivals, and any similar activity, provided under the Mississippi Department of Education's Rule 30.2. A student's participation in an authorized school activity must be verified by either the student's schedule, class roster, or activity roster.)

2. Illness or injury which prevents the student from being physically able to attend school, and any absence after the third must be documented by a written excuse by a medical provider per semester.

3. When isolation is ordered by the county health officer, by the State Board of Health or appropriate school official.

4. Death or serious illness of a member of the immediate family, which includes children, spouse, grandparents, parents, brothers, sisters, stepbrothers and stepsisters.

5. A medical or dental appointment with a documented excuse from the medical provider.

6. Attendance at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness.

7. Observance of a religious event, with the prior approval of the superintendent or his designee. (Approval should not be withheld unless, in the professional judgment of the superintendent or his designee, the extent of the absence would adversely affect the student's education.)

8. Participation in a valid educational opportunity, such as travel including vacations or other family travel, with the prior approval of the superintendent or his designee. (Approval shall be based on the professional judgment of the superintendent or his designee.)

9. Other conditions sufficient to warrant nonattendance, with prior approval of the superintendent or his designee. However, no absences shall be excused when any student suspensions or expulsions circumvent the intent and spirit of the compulsory attendance law. 37-13-91 (4)

10. An absence is excused when it results from the attendance of a compulsory-school-age child participating in official organized events sponsored by the 4-H or Future Farmers of America (FFA). The excuse for the 4-H or FFA event must be provided in writing to the appropriate school superintendent by the Extension Agent or High School Agricultural Instructor/FFA Advisor.

11. An absence is excused when it results from the compulsory-school-age child officially being employed to serve as a page at the State Capitol for the Mississippi House of Representatives or Senate.

For any absences that occur under numbers 2 through 5 above, the following documentation standards will be used:

1. Acceptable Verification: Documentation verifying the absence may be provided by a licensed physician, nurse practitioner(NP), school nurse, or community health worker, as applicable.

2. Submission Timeline: Required documentation must be submitted to the school within two(2) days of the student's absence, unless approved by the principal.

3. Parent/Guardian Notes: Parent/Guardian notes may be submitted for up to three (3) absences per semester.

4. Student Privacy Protections: Student privacy and confidentiality protections are maintained in accordance with district policies. Additional information regarding privacy may be reviewed on the Harrison County School District website under Policy JR, Policy JRA, and Policy JRAB.

LIMITATION ON EXCUSED ABSENCES

Unless an exception applies, no student shall be granted more than five (5) excused absences per semester. Any additional excused absences beyond this limit must be specifically approved by the superintendent, or his or her designee, upon a showing of extenuating circumstances. Extenuating circumstances may include, but are not limited to:

1. Prolonged illness or injury supported by medical documentation,

2. Extended religious observance,

3. Participation in education opportunities of substantial merit, including out-of-state educational travel.

Any absence in excess of this limit, and not approved by the superintendent, shall be considered unexcused.

School-sanctioned events, such as athletics, band, choir, or other events sponsored by the Mississippi High School Activities Association, shall not be counted as absences. School-sanctioned academic or club events shall not be counted as absences.

CHRONIC ABSENTEEISM

A compulsory-school-age child shall be considered chronically absent if the child is absent from school for ten percent (10%) or more of the student's school days in a school year, regardless of whether such absences are excused or unexcused.

This school district will actively monitor chronic absenteeism rates by school, grade level, and subgroup of students. The district will include chronic absenteeism data in their annual accountability reporting and in their district and school level improvement plans.

The district has developed and will implement tiered intervention strategies for students identified as being at risk of chronic absenteeism. These strategies include:

1. Timely parent or guardian notification when a student has accumulated three (3) or more absences that place the student at risk of chronic absenteeism.

2. Opportunities for parent or guardian conferences to identify barriers to regular attendance.

3. Referral to school or community-based support services as appropriate, including health, counseling, and transportation resources.

4. Assignment of an individual attendance success plan, which may include mentoring, case management by a school attendance officer, or other evidence-based supports.

This school district has adopted strategies for proactive family engagement to prevent and reduce chronic absenteeism, including but not limited to:

1. Regular communication with families in a language and manner understandable to them about the importance of daily attendance and the consequences of absenteeism.

2. Partnering with community organizations, faith-based institutions, or local businesses to support families in overcoming barriers to school attendance.

3. Providing training for school staff on culturally responsive family engagement practices related to attendance.

When a school's chronic absenteeism rate exceeds ten percent (10%) for any subgroup or grade level, the district shall be required to adopt a written chronic absenteeism reduction plan, which will be submitted to the school board and made publicly available on the district website. The plan will describe:

1. Specific evidence-based practices the district will employ to reduce chronic absenteeism.

2. The timeline for implementation.

3. Family and community engagement strategies.

4. Metrics for measuring progress

Locally tailored attendance policies will be posted on the district website, reviewed at least every three (3) years, and reported annually to the school board using disaggregated attendance data.

FAMILY ENGAGEMENT PROTOCOLS

The district has established family engagement protocols aligned with state law, including:

1. Timely Notification of Chronic Absenteeism Risk — Harrison County School District notifies families when a student reaches their third (3rd) absence to provide early awareness and encourage proactive intervention.

2. A Parent/Guardian Conference and Attendance Success Plan— The school will initiate a parent/guardian conference to discuss the students' attendance, identify barriers to regular attendance, and collaboratively determine appropriate interventions and supports. When appropriate, the school will develop an individualized Attendance Success Plan in collaboration with the student and parent/guardian. The plan will identify attendance goals, specific strategies and supports, responsibilities of the school and family, and a process for monitoring progress and providing follow-up support.

3. Multichannel/Translated Communications — Harrison County School District utilizes multiple communication methods, including Parent Square, email, and telephone communication, to ensure families receive timely and accessible information regarding student attendance. Translation services and resources are utilized as needed to support effective communication with families.

4. Referral to Available Local Support — Harrison County School District schools maintain a list of local community partners, support agencies, and service providers available to assist students and families. These resources are readily accessible and provided to families upon request or when a need is identified.

SCHOOL ATTENDANCE OFFICER

The superintendent and principals shall cooperate with the school attendance officer employed by the State Department of Education, pursuant to 37-13-85.

The Mississippi Public School Accountability Standards for this policy are standards 10 and 11.

MS Code	Description
1-3-27	Minor.
37-13-85	37-13-85
37-13-91	Compulsory school attendance requirements generally; enforcement of law.

MS Attorney General	Description
MS Attorney General	Opinion, Carter, 1-9-98 (#183) (97-0817)

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
JBAC	Truancy
JBD	Attendance
JQH	Drop-Out Prevention

Policy JCDAC: Drugs and Alcohol (Possession or Reasonable Suspicion)

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 08/15/2022 | **Last Reviewed Date:** 03/23/2026

DRUGS AND ALCOHOL

Students are absolutely prohibited from carrying, possessing in any manner, using or selling alcoholic beverages, morphine, marijuana, cocaine, opium, heroin or their derivatives or compounds, drugs commonly called LSD, "pep" pills, tranquilizers, or any other narcotic drug, barbiturate, substance ingredient or compound which, when taken orally, intravenously, inhaled or in any other manner, may cause the person to be under the influence thereof or any other controlled substance regulated by law.

Possession is defined as having actual physical control over an item (e.g. on one's person) or constructive control, where the individual has the power or intent to control the item, even if it is not in his or her immediate physical custody (with or without the individual's knowledge of the item). This includes items found in a student's locker, backpack, vehicle, or other areas under the student's control. Students have the responsibility to inspect all clothing, backpacks, purses, and other personal belongings before bringing them onto school district property, including school buses, or to school-related events to ensure these belongings do not contain any prohibited item. Students who operate automobiles on school district property or at school-related events have the responsibility to inspect their automobiles to ensure that their automobile is free of any prohibited item.

The provisions of this policy shall not apply to any student who is under the care of a licensed physician and who is taking medication which is under the supervision and direction of such physician. The district will administer all standard prescription medications with the exception of medical cannabis. The district does not allow the use of medical cannabis while on district property. With regard to prescription medications, Policy JGCD applies.

The provisions of this policy shall apply to all students during all of the period of time that they are under and subject to the jurisdiction of this school district, while participating in or going to or from any school-related activity, while under the supervision and direction of any teacher, principal or other authority of this school district or when such conduct does or may threaten to interfere with or disrupt the educational process or pose a threat to the safety of the student or others.

Any student violating any of the provisions of this policy shall be automatically suspended and recommended for expulsion by the superintendent or principal of the school in which the student is enrolled. The suspension shall be effective immediately, subject to the procedures of due process as stated in JCAA Policy. In the event of violation of this policy, all reporting requirements of Policy JCBF shall be applicable.

This policy is for the discipline and protection of the students of this school district and their general welfare. Nothing herein contained shall be construed to avoid any prosecution under any pertinent criminal statute of the State of Mississippi.

MS Code	Description
37-11-18	Expulsion of student possessing controlled substance or weapon or committing violent act on school property.
41-137-1	Title
41-137-13	Limitations
41-29-101	Title of article.
97-32-25	Short title.
97-32-27	Definitions.

MS Code	Description
97-32-29	Use of tobacco by adults on certain educational property prohibited; penalties for violation.

Cross References	Description
GBRMB	Vaping Policy
JCA	Student Conduct
JCAA	Due Process
JCBE	Unlawful or Violent Acts
JGCD	Student Health Services -- Medicines
JGCD-E(1)	Student Health Services -- Medicines

Policy JCDAE: Weapons

Status: DRAFT

Original Adopted Date: 01/01/1999 | **Last Revised Date:** 03/23/2026 | **Last Reviewed Date:** 03/23/2026

No student, employee or visitor may possess a weapon in, on or about school buildings, grounds, athletic fields or any other property used for school-related purposes, except as permitted by law. No student may possess or carry any weapon within a vehicle brought onto school property. Employees and visitors may lawfully possess or carry a firearm within a vehicle brought onto school property; however, the firearm may not be brandished, exhibited or displayed in a careless, angry or threatening manner. No employee or visitor may possess or carry any other type of weapon within a vehicle brought onto school property.

No weapons, whether real or look-alike, shall be possessed on campus or at any other school-related event and shall not be used in any school-sponsored or school-sanctioned ceremony. This includes, but is not limited to, the theatrical performances and band demonstrations.

Possession is defined as having actual physical control over an item (e.g. on one's person) or constructive control, where the individual has the power or intent to control the item, even if it is not in his or her immediate physical custody (with or without the individual's knowledge of the item). This includes items found in a student's locker, backpack, vehicle, or other areas under the student's control. Students have the responsibility to inspect all clothing, backpacks, purses, and other personal belongings before bringing them onto school district property, including school buses, or to school-related events to ensure these belongings do not contain any prohibited item. Students who operate automobiles on school district property or at school-related events have the responsibility to inspect their automobiles to ensure that their automobile is free of any prohibited item.

A. DEFINITION OF PROHIBITED WEAPONS

Prohibited weapons include, but may not be limited to, the following:

1. Gun, rifle, pistol, other firearm
2. Dynamite cartridge, bomb, grenade, mine or other explosive
3. BB gun, air rifle, air pistol
4. Bowie knife, dirk, dagger, switchblade, pocketknife or other knife
5. Slingshot
6. Leaded cane, blackjack
7. Metallic or other artificial knuckles
8. Razors, razor blades
9. Any sharp-pointed or edged instrument (except instructional supplies, unaltered nail files and clips and tools used only to prepare food or for instruction and maintenance of school property)
10. Any look-alike instrument which has the effect or appearance of a weapon (including utensils, imitation firearms or knives, etc.)

B. PERMITTED USES

The superintendent or principal, as appropriate and in his discretion, may give prior approval for weapons to be on or about campus under the following circumstances:

1. Law enforcement officers and other government officials may carry weapons onto school grounds as permitted by law;
2. Those used within the Junior Reserve Officers Training Corps (JROTC) program in conducting training when such training is a normal element of such programs; such programs may include training in the use of pneumatic guns. Such training shall occur only at a location or locations approved by the Superintendent.
3. MHSAA sanctioned or school board approved activities (ex. Archery or Shooting Sports).
4. Replica firearms by a ceremonial color guard; and
5. Approved safety classes. This approval must be in writing and granted prior to the weapon being brought to school.

C. PENALITIES FOR VIOLATIONS

Any student who violates this policy will be suspended and recommended for expulsion in accordance with Policy JCDAE(2).

Any employee who violates this policy will be subject to disciplinary action in accordance with Policy GAA.

Any visitor who violates this policy will be asked to leave school property immediately and further action, including, but not limited to filing criminal charges, may be taken as necessary.

Any person violating this policy may be subject to criminal action and penalties as provided in Miss. Code Ann. 97-37-17.

D. REPORTING VIOLATIONS

Violations of this policy shall be reported to the appropriate law enforcement officials in accordance with Policies JCBF and JCBF-P.

E. NOTICE

A copy of Miss. Code Ann. 97-37-17 shall be posted in public view at each school in the district.

NOTE: Please refer to MS Code 37-3-83 for information on how school districts may apply for grant funds under the "School Safety ~~Violence Prevention~~ Grant Program."

MS Code	Description
37-11-18	Expulsion of student possessing controlled substance or weapon or committing violent act on school property.
37-11-29	Reporting of unlawful activity or violent act on educational property or during school related activity; authority of law enforcement officers; reporting of disposition of charges against student; liability of school personnel participating in reporting.
37-3-83	School Safety Grant Program; Implementation of "Erin's Law Awareness" policy addressing sexual abuse of children.
37-3-84	Confiscation of illegal firearms; reward.
97-37-17	Possession of weapons by students; aiding or encouraging.

Cross References	Description
GBEN	Possession of Weapons on School Premises
JCA	Student Conduct

Cross References	Description
JCBE	Unlawful or Violent Acts
JCDA	School Searches

Policy JCDAE(2): Possession of Weapons on School Property

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/07/2019 | **Last Reviewed Date:** 03/23/2026

POSSESSION OF WEAPONS ON SCHOOL PROPERTY
Possession by students, of any look-alike or replica weapon while he/she is in school, on school property, on the school bus, on the way to and from school or any school function or activity shall be considered in violation of this policy. Any punishment shall be awarded by the principal, who shall deal with each individual case based on the circumstances.

GUNS /FIREARMS

Any student who has in his/her possession any type of gun/firearm, operable or inoperable, while he/she is in school, on school property, on the school bus, on the way to and from school, or at any school function or activity will immediately be suspended and recommended for expulsion by the superintendent or principal of the school where the offending student is assigned.

OTHER WEAPONS — USE OF

Any student who uses or threatens to use any hard or sharp object, regardless of its original purpose, for a weapon while he/she is in school, on school property, on the school bus, on the way to and from school or any school function or activity will immediately be suspended and recommended for expulsion. Examples of such weapons, but not limited to, include knife, bully club, brass knuckles, ammunition, throwing stars, pipe club, brick, bat, chain, razors, box cutters, etc.

Weapons used by students shall be seized and turned over to the school district's security officer. Principals shall exercise their own discretion in each instance concerning the necessity of the notification of the appropriate law enforcement authorities.

OTHER WEAPONS — POSSESSION OF

Possession, by students, of any hard or sharp object, regardless of its original purpose, that may be considered a weapon while he/she is in school, on school property, on the school bus, on the way to and from school or any school function or activity shall be considered in violation of this policy. Suspensions or other punishment for violation of this section of the policy shall be awarded by the principal, who shall deal with each individual case based on the circumstances.

LOOK-ALIKE WEAPONS - POSSESSION OF

Possession by students, of any look-alike or replica weapon while he/she is in school, on school property, on the school bus, on the way to and from school or any school function or activity shall be considered in violation of this policy. Any punishment shall be awarded by the principal, who shall deal with each individual case based on the circumstances. The superintendent is hereby authorized to purchase, install and utilize metal detecting devices to enforce this policy.

POSSESSION

Possession is defined as having actual physical control over an item (e.g. on one's person) or constructive control, where the individual has the power or intent to control the item, even if it is not in his or her immediate physical custody (with or without the individual's knowledge of the item). This includes items found in a student's locker, backpack, vehicle, or other areas under the student's control. Students have the responsibility to inspect all clothing, backpacks, purses, and other personal belongings before bringing them onto school district property, including school buses, or to school-related events to ensure these belongings do not contain any prohibited item. Students who operate automobiles on school district property or at school-related events have the responsibility to inspect their automobiles to ensure that their automobile is free of any prohibited item.

OTHER PROVISIONS

The superintendent is hereby authorized to purchase, install, and utilize metal detecting devices to enforce this policy.

Students who violate this policy shall be afforded all due process rights and procedures provided by any and all policies of the school district. However, suspensions awarded by the provisions of this policy shall not be delayed or postponed because of tests and/or examinations.

The school district may use video camera equipment in classrooms for the purpose of monitoring school disciplinary problems.

This school board authorizes a reward of up to $500.00 to any person who provides information that leads to the confiscation by the school district or by a law enforcement agency of any illegal firearm on school property. The name of any person who provides such information leading to the confiscation of an illegal firearm shall remain confidential. The superintendent is charged with the responsibility of insuring that procedures are in place to maintain such confidentiality. '37-3-84 (1997)

~~NOTE: MS Code Section 97-3-19 has been amended to include in the definition of capital murder "Murder which is perpetrated on educational property as defined in Section 97-37-17."~~

NOTE: Please refer to MS Code '37-3-83 for information on how school districts may apply for grant funds under the "School Safety ~~Violence Prevention~~ Grant Program."

MS Code	Description
37-11-18	Expulsion of student possessing controlled substance or weapon or committing violent act on school property.
37-3-83	School Safety Grant Program; Implementation of "Erin's Law Awareness" policy addressing sexual abuse of children.
37-3-84	Confiscation of illegal firearms; reward.
97-3-19	97-3-19
97-37-17	Possession of weapons by students; aiding or encouraging.

Cross References	Description
JCBH	Gun-Free Schools

Policy JDDA-P: Bullying Procedures **Status:** DRAFT

Original Adopted Date: Pending

STUDENT COMPLAINTS OF BULLYING OR HARASSING BEHAVIOR PROCEDURES

I. Procedures for Reporting a Complaint

A. Any student, school employee, or volunteer who feels he/she has been a victim of bullying or harassing behavior, or has witnessed or who has reliable information that a student, school employee, or volunteer has been subject to bullying or harassing behavior shall report such conduct to a teacher, principal, counselor, or other school official. The report shall be made promptly, but no later than five (5) calendar days after the alleged act or acts occurred.

B. The school official shall complete a "Bullying/Harassing Behavior" complaint form which shall include the name of the reporting person, the specific nature and date of the misconduct, the name(s) of the victim(s) of the misconduct, the name(s) of any witness(es) and any other information that would assist in the investigation of the complaint. The report shall be given promptly to the principal or designee or superintendent or designee, who shall institute an immediate investigation. Complaints against the principal shall be made to the superintendent or designee, and complaints against the superintendent shall be made to the Board Chairman. The complaint shall be investigated promptly.

C. Parents or guardians will be notified of the nature of any complaint involving their student. The District official will arrange such meetings as may be necessary with all concerned parties within five (5) working days after initial receipt of the complaint by the District. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the complaint will be reduced to writing. The District official conducting the investigation shall notify the victim and parents as appropriate when the investigation is completed and a decision regarding disciplinary action, as warranted, is determined.

D. If the victim is not satisfied with the decision of the District official, he/she may submit a written appeal to the superintendent or designee. Such appeal shall be filed within ten (10) working days after receipt of the results of the initial decision. The superintendent or designee will arrange such meetings with the victim and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the victim's appeal within ten (10) working days.

E. If the victim is not satisfied with the decision of the superintendent or designee, a written appeal may be filed with the Board. Such appeal shall be filed within ten (10) working days after receipt of the decision of the superintendent or designee. The Board shall, within twenty (20) working days, allow the victim and parents as appropriate to appear before the Board to present reasons for dissatisfaction with the decision of the superintendent or designee. The Board shall provide a written decision within ten (10) working days following the victim's appearance before the Board.

F. If, after an investigation, a student is found to be a victim of bullying, such student shall not face disciplinary action on the basis of that student's use of "reasonable self-defense was in response to the bullying."

G. If the victim of bullying is a student with disabilities, disciplinary action for the offender shall comply with the requirements of federal law, including the Individuals with Disabilities Education Act (20 USCS Section 1400 et seq.)

The school district shall maintain and make available a list of counseling services for any student who is a victim of or a witness to bullying, or who engages in bullying. The following list of the types of counseling and support services are available to any victim of or a witness to bullying. This list is presented as a guide that by no means limits this school district from including other additional support services.

Options offered by Harrison County School District:

- School Counseling

- Conflict Resolution
- Problem Solving Skills
- Social Skills

Support may be provided by the school district through the assistance of the following agencies:

- Mississippi Department of Education
- Mississippi Department of Health
- Mississippi Department of Human Services - Juvenile Services Department
- Community/Family Public or Private Community-Based Mental Health Services
- Faith-Based Services
- Law Enforcement Agencies

The procedures for reporting bullying shall also be posted on the district website. (HB 263-3)

MS Code	Description
37-11-67	Bullying or harassing behavior in public schools prohibited
37-11-69	Anti-bullying personnel and discipline policies and code of student conduct

Cross References	Description
EBBABA	Prohibition of Sexual Abuse

Policy JDE: Expulsion

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

A student may be expelled for committing any of the offenses identified as expellable offenses in the discipline plan.

~~**DEFINITIONS**~~

~~1. "Expulsion" is the denial of school attendance for a specified minimum period of time or for an unspecified period of time, but in no event less than one calendar year, after which time a student may be readmitted only upon application and with approval by the board in accordance with Policy JDG.~~

~~2. "Limited expulsion" is the denial of school attendance for the remainder of the school year. A principal may recommend a limited expulsion when a student who has been suspended 3 times during the same school year commits a fourth offense or in circumstances otherwise proper for such action. The student may be readmitted the following school year only upon application and with approval by the board in accordance with Policy JDG.~~

AUTHORITY TO EXPEL

As provided by statute, this superintendent has the power, authority and duty to delegate student disciplinary matters to appropriate school personnel. '37-9-14 (r)

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

For any suspension of more than ten (10) days or expulsions, a student shall have the right to a due process hearing, be represented by legal counsel, to present evidence and cross-examine witnesses presented by the district. Audio recordings of the District Disciplinary Committee Hearings will be retained until the next School Board Meeting when the Harrison County School Board reviews the committee's decision. The student and the student's parent, legal guardian or person in custody of the student may appeal suspension of more than ten (10) days and expulsion to the school board. The standard of proof in all disciplinary proceedings shall be substantial evidence.

The parent or guardian of the child shall be advised of this right to a hearing by the appropriate superintendent or principal and the proper form shall be provided for requesting such a hearing. 37-9-71

As provided by statute, this school board has the power, authority and duty:

1. To suspend or to expel a pupil or to change the placement of a pupil to the school district's alternative school or home-bound program for misconduct in the school or on school property, as defined in Section 37-11-29, on the road to and from school, or at any school-related activity or event, or for conduct occurring on property other than school property or other than at a school-related activity or event when such conduct by a pupil, in the determination of the school superintendent or principal, renders that pupil's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole, and to delegate such authority to the appropriate officials of the school district. 37-7-301(e)

2. To support, within reasonable limits, the superintendent, principal and teachers where necessary for the proper discipline of the school. ' 37-7-301 (g)

NOTICE

The student handbooks shall include specific grounds for disciplinary action and procedures to be followed for acts requiring discipline. Students and legal guardians shall be required to provide the school with a written statement verifying that they have received notice of the discipline plan in accordance with Policy JDA.

DUE PROCESS

All expulsions shall be handled in accordance with the procedures in the student handbook.

SPECIAL EDUCATION STUDENTS

As provided under 37-23- 135, Educational services for children with disabilities who have been suspended or expelled from school shall be provided based on the requirements of IDEA, applicable federal regulations and state regulations.

REPORTS

When a student is expelled, the parent, legal guardians or custodians must be notified immediately on a form provided by the superintendent for such purpose. When a student is expelled for the commission of a crime or other unlawful activity or violent act, the reporting requirements of Policies JCBF and JCBF-P are applicable.

The superintendent or his designee shall report all expulsions to the school attendance officer when they occur.

READMISSION

Any student who has been expelled for any reason must schedule an appointment with the school principal to be considered for readmission to the regular school program, in accordance with Policy JDG. If readmission is denied, the student has the right to appeal the decision to the school board.

MS Code	Description
37-11-18	Expulsion of student possessing controlled substance or weapon or committing violent act on school property.
37-11-29	Reporting of unlawful activity or violent act on educational property or during school related activity; authority of law enforcement officers; reporting of disposition of charges against student; liability of school personnel participating in reporting.
37-13-91	Compulsory school attendance requirements generally; enforcement of law.
37-13-92	Alternative school program for compulsory-school-age students; transportation of students; expenses.
37-23-135	Eligibility standards for assistance under Individuals with Disabilities Act
37-7-301	General powers and duties.
37-9-14	General duties and powers of superintendent of school district.
37-9-71	Suspension of pupils.

MS Attorney General	Description
MS Attorney General	Opinion, Carter, 1-9-98 (#183) (97-0817)

Case Law	Description
Goss v. Lopez	419 U.S. 565 (1975)

Cross References	Description
JCA	Student Conduct
JCAA	Due Process
JCBE	Unlawful or Violent Acts
JDA	Discipline Plan
JDD	Suspension
JDG	Readmission and Denial of Admission
JDG-E(1)	Readmission and Denial of Admission

October 26, 2026

To: Mr. William Bentz
Superintendent of Education

From: Natasha R. Williams, Ph.D.
Director of Research & Development

Re: Approval of Revisions to Policy BCAF-Public Comments at Board Meetings

Please find attached the revisions for Policy BCAF-Public Comments at Board Meetings. The Harrison County School Board subscribes to the Mississippi School Board Association Policy Service, and it is up to each district that subscribes to this service to adopt, review, revise, and implement policy to ensure compliance with current practices.

Please advise if you have any questions or concerns regarding the attached policy. Thanks in advance for your consideration.

11072 Highway 49
Gulfport, MS 39503
Telephone: (228)539-6500 Facsimile: (228)539-6507
William Bentz, Superintendent of Education

October 26, 2026

To: Mr. William Bentz
Superintendent of Education

From: Natasha R. Williams, Ph.D.
Director of Research & Development

Re: Approval of Revisions to Policy EBB-Safety Program

Please find attached the revisions for Policy EBB-Safety Program. The Harrison County School Board subscribes to the Mississippi School Board Association Policy Service, and it is up to each district that subscribes to this service to adopt, review, revise, and implement policy to ensure compliance with current practices.

Please advise if you have any questions or concerns regarding the attached policy. Thanks in advance for your consideration.

11072 Highway 49
Gulfport, MS 39503
Telephone: (228)539-6500 Facsimile: (228)539-6507
William Bentz, Superintendent of Education

Harrison County School District

Board Policy Manual

Board Policy Manual

B. School Board Operations

Policy BCAF: Public Comments at Board Meetings 3

E. Business Management

Policy EBB: Safety Program 5

Policy BCAF: Public Comments at Board Meetings

Status: DRAFT

Original Adopted Date: 05/16/2016 | **Last Revised Date:** 11/29/2021 | **Last Reviewed Date:** 12/15/2025

PUBLIC COMMENTS AT BOARD MEETINGS

This school board encourages the public to express to the school board its viewpoints on issues vital to the operation of the school district. In order to conduct board business in an orderly, efficient manner and to allow public input into board meetings, the board authorizes a "Public Comments" item on its agenda for its regularly board meetings.

DEFINITION: Public comments are an opportunity for members of the general public to briefly express their ideas, concerns, and suggestions to the school board on matters of individual or community interest.

LIMITATIONS: Public comments are limited to three (3) minutes per individual or group. Public comments at special meetings must be related to the call of the meeting.

~~In order to address comments to the board, individuals must sign in at the beginning of the meeting. Individuals will be allowed to address the board in the order of sign-in. The school board will allow 30 minutes on the agenda for public comments; the first ten people signing the roster at the board meeting will be given three minutes each to comment to the board.~~ Individuals wishing to address the Board must sign in before the meeting begins. The sign-in sheet will be collected immediately upon the start of the meeting. The first 10 individuals on the sign-in roster will be allowed three(3) minutes each to speak. Each individual speaker or designated spokesperson for a group will be limited to three(3) minutes.

The public comments time is not a forum for in-depth discussion of issues with the board, nor is it a public discussion. Rather, it is a time that the public may use to make the board aware of matters related to student achievement and school operations. The board will not debate any issues raised through public comments, other than to decide if any issues brought before the board through the public comments require further consideration. If the board deems that an issue has arisen that requires investigation and possible board action, the board shall direct the superintendent to investigate the matter and to report back to the board at a subsequent board meeting.

Issues requiring more than three minutes and possibly requiring board action or response should be addressed through the process outlined in Policy BCBI, Public Participation at Board Meetings.

The Board will not hear any complaints or grievances from staff members until the individual or group has followed the chain of command in trying to resolve the issue. See Policy GAEP Licensed Staff Complaints and Grievances, for any staff complaints.

PARAMETERS: The public is reminded that issues protected by privacy laws (student discipline and school personnel, for example) cannot be discussed in open session and are therefore not suitable items for public comments. Remarks of this nature and personal remarks will be ruled out of order by the board chair. Further, the board reserves the right to "make and enforce rules and regulations for the conduct of persons attending its meetings." Sec. 25-41-9

DISRUPTION OF THE BOARD MEETING: The chairman of the school board shall ask anyone causing a disturbance at the school board to leave the meeting. Anyone failing to abide by the chairman's request and continuing to disturb the board meeting will be arrested and possibly fined. Sec. 37-11-23.

This Mississippi Public School Accreditation Standard for this Policy Standard 12.

MS Code	Description
25-41-9	Regulatory authority for governing; conduct of persons attending meetings.
37-11-23	Disturbing public school sessions of meetings.

Cross References	Description
BCAE	Public Hearings
BCBI	Public Participation at Board Meetings
BCBI-E(1)	Public Participation at Board Meetings
KL-R	Public Complaints

Policy EBB: Safety Program

Status: DRAFT

Original Adopted Date: 09/17/2013 | **Last Revised Date:** 10/27/2025 | **Last Reviewed Date:** 10/27/2025

Please Note: For information related to student conduct and disciplinary action, please refer to MS Code 37-11-55 and sample policy JCB, Code of Conduct.

STUDENT SAFETY
This school board is aware of its duty to provide due care to its students and not expose them to any serious hazards to safety exceeding those which normally attend school operations. Therefore, the school board provides the following specific guidelines to be followed by its employees and directs the superintendent of schools to ensure that all reasonable steps are taken to protect its students. The specific guidelines include but are not limited to the following:

SCHOOL BUILDINGS & GROUNDS
The superintendent or designee will establish procedures that promote protection and safety of students, employees, visitors, and others present on school property or at school - related events.

The practice of safety shall be taught in educational programs in traffic and pedestrian safety, driver education, fire prevention, emergency procedures, and disaster preparedness and shall be appropriately geared to students in different grade levels. Areas of emphasis shall include, but not be limited to, in-service training, accident record keeping, physical plant inspection, driver and vehicle safety programs, fire prevention, and emergency procedures in traffic safety problems relevant to students, employees, and the community.

The school principal shall have a current disaster plan and conduct regular safety drills.

Each school in the district presently has a weather radio. 37-11-6

Fully charged and recently inspected fire extinguishers of the appropriate type shall be accessible every 75 feet and also located in the cafeteria, hallways, heater/boiler room, science labs and shops.

The school principal shall develop contingency plans for the operation of his school. These policies and procedures for dealing with routine and emergency situations, ill or injured students or staff shall be posted in a well-known, readily accessible location in the school.

The school principal shall develop a weekly schedule of inspection to ensure that the building and grounds are safe, clean and orderly and promptly notify appropriate school personnel of any dangerous condition of the board's property.

Any activity taking place in the school building or on the school grounds shall be adequately supervised.

Transportation of Students
The private vehicles of students shall remain parked and locked while at school and until the end of the student's school day. The private vehicle of a student shall not be used by the student or by another student to run errands, transport students to school-sponsored activities, field trips or for any other purpose other than the personal transportation of the student to and from school. The parent reassumes control over the student at the time the student leaves the school premises.

Students who are to be players, participants, or performers in school-sponsored activities shall be transported to all such activities in school district owned or leased vehicles. Such vehicles shall meet the standards set by the National Transportation Safety Board. Students, as members of clubs, teams, groups, etc. who are to be players, participants, or performers are expected and shall travel to and from school-sponsored activities as a group.

All school buses shall meet minimum specifications approved by the State Board of Education and shall be well maintained. Each bus driver shall have a valid bus driver's certificate and a commercial driver's license and shall operate the bus according to all specified safety procedures to ensure optimal safety of passengers. Each school bus shall be systematically inspected for maintenance problems on a quarterly basis.

SCHOOL-SPONSORED CLUBS / EXTRACURRICULAR ACTIVITIES
For any school-sponsored activity for which there is a reasonable risk of injury or death to the student, each participant shall be required to furnish to the sponsor the required form(s) signed by parent/guardian, prior to being allowed to participate. Said form(s) shall include a notice to parent/guardian of risk of injury or death, waiver of liability in the event of injury or death and acceptance by parent/guardian of responsibility for health care due to injury or death. There shall be stand-by medical assistance and an ambulance at any and all varsity football games; home or away.

All practices and rehearsals for any school-sponsored activity shall take place in a school or on the school grounds under the supervision of school personnel. There shall be no practices or rehearsals for school-sponsored activities in private homes or public businesses.

The school district shall furnish and each sponsor/director shall require the use at each practice, performance or event, each and every kind of safety equipment, device, mat, pad, net and like kind of implement generally recognized by the sport or activity as being necessary to provide adequate security and protection to the participants.

There shall be no school-sponsored performance or competition by school students in places where alcoholic beverages are being served.

The school superintendent or designee shall make personnel assignments for those school-sponsored activities for which there is a reasonable risk of injury or death only to those district employees specifically trained to properly instruct and supervise such activities. It shall be the duty of the superintendent or designee to review the credentials of prospective sponsors/directors to determine an individual's fitness for such an assignment. No school principal shall offer or promote any activity not appropriate to the age and maturity of the student.

Student club members/athletes who have competed through school-sponsored activities for state or national honors and who are eligible and elect to attend a final event which takes place after the regular school term shall, should such a trip be approved by the principal, be accompanied by the appropriate competent adult to such an event, which shall also be considered a school-sponsored activity. Sponsors/directors of clubs/extra-curricular activities shall not allow student participants or chaperons to smoke or otherwise use tobacco products while involved in such activities.

Open Gate Screening and Weapons Detection System
The Harrison County School District is committed to providing a safe and secure environment for students, employees, visitors, and other individuals on district property and at school-sponsored activities. To support this commitment, the District may implement Open Gate Screening and Weapons Detection Systems, or other approved security screening technologies, at designated school facilities, entrances, and school-sponsored events.

Screening procedures shall be established by the Superintendent or designee and administered by authorized personnel in accordance with applicable federal and state laws, Board policies, and district safety procedures.

The procedures shall address system operation, screening alerts, secondary screening, response to suspected prohibited items, notification of appropriate school or district officials, law enforcement involvement when warranted, equipment maintenance, and personnel training.

Students, employees, visitors, and other individuals entering designated screening areas shall comply with established screening procedures. Any suspected weapon or prohibited item shall be addressed in accordance with applicable law and Board policies, including the District's weapons policy.

The screening system shall supplement, and shall not replace, other established school safety, emergency response, visitor-management, and access-control measures. The Superintendent or designee shall develop and maintain administrative procedures necessary to implement this policy.

SUPERVISION OF STUDENTS K-12
The school principal shall provide for adequate supervision of students while in the school building or on the school grounds, before, during and after school. Students shall not be permitted to arrive more than 30 minutes prior to the beginning of the school day and are expected to leave school promptly at the end of the school day unless staying in or participating in a school-sponsored and supervised activity.

Classroom teachers, club sponsors and sponsors/directors of extracurricular activities, including sports shall never leave those in their charge unsupervised and unattended whether at school, away from school, during school hours or after school hours. This includes field trips, club trips and sports events.

All supervision of school students shall be conducted by a competent adult regular staff member except where competent adult chaperons have been selected and assigned by the school principal. The school principal shall determine the fitness of a chaperon to supervise. A chaperon shall not be allowed to supervise any school-sponsored activity wherein there lies a reasonable risk of injury or death to the student (some sports, labs, shops, etc.).

The Director of Transportation shall provide for adequate supervision of students using the pupil transportation system in compliance with all laws, rules and regulations of the State Board of Education which governs pupil transportation.

STUDENT MEDICAL CARE
School district employees shall not render medical care to students except for first aid. Parents/guardians shall be notified immediately by school authorities should a student become ill or injured at school or school-sponsored activity so parent/guardian may re-assume control over the student. In the event of serious illness or injury and parent/guardian cannot be contacted, school authorities shall seek immediate professional medical care. Such care shall be at the expense of parent/guardian.

STUDENT MEDICATION
School personnel may not exceed the practice of first aid in dealing with pupil injuries and sickness, and only qualified personnel shall administer first aid to pupils.

Medication shall not be provided or administered by the school or its employees. Parents/guardians may come to the school and administer medication to their child. Students may self-administer medications according to Policy JGCDA.

RELEASE OF STUDENTS
No student shall be allowed to withdraw from school or school-sponsored activity prior to the scheduled release time. Students shall not be allowed to leave and return to school or to a school-sponsored activity to run personal errands, purchase supplies, parts or food. No student shall be released at the conclusion of any out-of-town school-sponsored activity to return home via alternate means.

No student shall be abandoned by a sponsor/director/chaperon at the completion of a school-sponsored activity to wait for a ride or to walk home.

The Mississippi Public School Accountability Standards for this policy are standards 29, 30, and 31.

MS Code	Description
37-11-55	Code of student conduct.
37-11-6	Purchase and installation in each school of weather radio.

Other References	Description
MPSAS	Public School Accountability Standards

Cross References	Description
EBBA	School Safety Plan
EBBAB	Sex Offender
GAEA	Staff Protection

Cross References	Description
GBRHC	Return To Work Policy
GBRHC-E(1)	Return To Work Policy
GBRHC-E(2)	Return To Work Policy
JGCD	Student Health Services -- Medicines
JGCD-E(1)	Student Health Services -- Medicines
JGCDA	Self Administration of Asthma and Anaphylaxis Medications
JGF	Student Safety
JGFB	Off-Campus Student Educational Activity
JGFB-E(1)	Off-Campus Student Educational Activity
JGFG	Accidents / First Aid