# South Tippah School District



Federal Programs

Every Student Succeeds Act

Required Information

2018 – 2019



Ripley High School

# South Tippah School District English Family Education Rights and Privacy Act (FER PRA) Family Education Rights and Privacy Act (FER PRA) Information Elementary or Middle School English

# Family Education Rights and Privacy Act (FERPA) Annual Notice for Release of School Directory Information Elementary or Middle School

Dear Parent or Guardian:

The Family Educational Rights and Privacy Act (FERPA) is a federal law that requires the school district, with certain exceptions, to obtain your written consent prior to the release of personally identifiable information from your child's educational records. The exception is that the school may release some student information without written consent when the information is designated "Directory Information". The school may not release "Directory Information if you have advised the district in a way that follows school district procedures that you do not want this information released. Using this form to make this request follows school district procedures.

The primary use for Directory Information by the district is to include this type of information in certain school publications. It is generally not considered harmful or an invasion of privacy if released. Examples of school publications are:

- a performance program, showing your child's role in a school production
- honor roll or other recognition lists published at school or in newspapers
- · school or student directory
- the school or district website

Directory Information can also be released to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to:

- other schools the student is seeking to attend (transcripts, etc.)
- state or federal authorities auditing programs, evaluating programs, or enforcing state or federal laws
- a court by order of a subpoena (legal request)

The school district has designated the following as Directory Information:

Student name	Dates of attendance
Telephone number	Grade level
Photograph	Awards or recognition received
Participation in school activities	Weight and height of athletic team members

If you do not want our school or district to release directory information about your child without your prior written consent, you must complete the attached form "Parent Request to Refuse Release of School Directory Information" by \_\_\_\_\_\_08/30/2018\_\_\_\_\_ to let us know which type of directory information you do not want released or request prior written consent prior to release.

We ask that you complete one form for each child and return the form(s) to your child's school. If you have any questions or concerns, please let us know.

Sincerely,		
	<u>Melinda Marsalis</u> Name	Federal Programs Director Title
	662-837-7156 Phone	marsalism@stippah.k12.ms.us Email Address



# South Tippah School District

# Family Education Rights and Privacy Act (FERPA) Parent Request to Refuse Release of School Directory Information Elementary or Middle School

Name of Student:	Date: 07/24/2018
	(mm/dd/yyyy)
Name of Parent or Guardian:	School: South Tippah School District
Use a separate form for each child you are requesting that school direct	tory information not be released. Please return ths form to:
School Name:	
Attention:	-
Address:	
City, State, Zip:	
Please mark either 1, 2  I am requesting that my child's school take <u>one</u> of the following action  1.	ding name, telephone number, grade level, etc.
2. Do not release the following information about my chi	
☐ Student Name	□ Phone number
☐ Grade level	Awards or school recognition
Dates of attendance	Photograph
☐ Participation in school activities	Weight and height of athletic team members
or 3.  Notify me for my prior written consent before any dire	etory information is released about my child.
Signature of Parent o Guardian:	Date:
	(mm/dd/yyyy)
Address City	:State:Zip:
Preferred method for school to communicate with parent:	one 🗅 Email

## South Tippah School District

### English (FERPA) Annual Notice for Release of School Directory Information High School

#### Family Education Rights and Privacy Act (FERPA) Annual Notice for Release of School Directory Information High School

Dear Parent or Guardian:

The Family Educational Rights and Privacy Act (FERPA) is a federal law that requires the school district, with certain exceptions, to obtain your written consent prior to the release of personally identifiable information from your child's educational records. The exception is that the school may release some student information without written consent when the information is designated "Directory Information". The school may not release "Directory Information if you have advised the district in a way that follows school district procedures that you do not want this information released. Using this form to make this request follows school district procedures.

The primary use for Directory Information by the district is to include this type of information in certain school publications. It is generally not considered harmful or an invasion of privacy if released. Examples of school publications are:

- a performance program, showing your child's role in a drama or music production
- the annual yearbook
- honor roll or other recognition lists published at school or in newspapers
- graduation programs
- sports statistics listed in programs, such as football, which may include height and weight of team members.
- the school or district website

Directory Information can also be released to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to:

- other schools the student is seeking to attend (transcripts, etc.)
- class ring manufacturers
- state or federal authorities auditing programs, evaluating programs, or enforcing state or federal laws
- a court by order of a subpoena (legal request)

The school district has designated the following as Directory Information:

Student name	Degrees, honors and awards received	Major field of study	Grade level
Address	Most recent educational agency or institution attended	Dates of attendance	K-12
Telephone number	Participation in school-sponsored activities and sports	Photograph	K-12
Email address	Weight and height of members of athletic teams	Date and place of birth	K-12

Two federal laws require school districts that receive assistance under the Elementary and Secondary Education Act as amended (2015) to provide military recruiters, upon request, with three Directory Information categories. Those categories are the names, addresses, and telephone listings of students. The school district must provide this information unless parents have notified the district that they do not want their child's information released without their prior written consent.

If you do not want the district to released Directory Information about your child without your prior written consent, you must notify the district in writing by 08/30/2018 (mm/dd/yyyy). Please complete the lower portion of this form and return the entire form to your child's school if you do not want your child's directory information released.

Parent or Guardian: ONLY complete and return this entire form IF you DO NOT give your consent for release of School Directory Information.

Use a separate form for	or each child and return it to their sch	iool.	•	
I do not want my child's Directory Information released and req  Do not release my secondary student's directory info	rmation at any time.	ent.		
Name of Student:	School South Tippah School I	District	Date:	(mm/dd/yyyy)
Name of Parent or Guardian:	Signature of Parent or Guardian:			
Address	City:	State:	Zip:	
Phone:	Email:			



## South Tippah School District

#### Public Notice

#### Education Rights of Children and Youth that are Homeless

This public notice provides information about the rights of children, youths, and unaccompanied youth that are homeless to attend a public school or public charter school. An unaccompanied youth is a youth that does not live with a parent or guardian. This notice includes information to help you know if you or someone you know is considered homeless and is eligible for services from our school district. Children or youths that are homeless have rights that include the right to attend public schools. If you need assistance understanding this letter, please contact:

Name: Melinda Marsalis	Title: <u>Federal Programs Director</u>
Email: marsalism@stippah.k12.ms.us	Phone: 662-837-7156
Do you need an interpreter? Please tell us and we will make sure	one is available.
Our school district actively enrolls and provides services for child, youth, or unaccompanied youth that may be homeless, pleat	dren and youth that are homeless. If you are homeless or know of a ase contact the person listed here for help.
District Liaison: Melinda Marsalis	Phone: 662-8377156
District Address: 402 Greenlee Avenue	Email: marsalism@stippah.k12.ms.us

- Who is "homeless"? Children or youth (including children of migrant workers) who lack a fixed, regular, and adequate nighttime residence are homeless. Fixed means the home is connected to the ground and is not easy to move. Regular means a place where the child sleeps every night. Adequate means the home meets modern standards of living. Children who are sharing someone else's housing because they lost theirs or because they cannot afford their own housing are homeless. Children and youths who are homeless may be living in:
  - o motels;
  - o hotels;
  - o trailer parks (this does not refer to a mobile home (trailer) park, this refers to a type of camping ground for fifth wheel camper trailers or other types of movable campers);
  - o camping grounds because they do not have an adequate home;
  - emergency or transitional shelters;
  - o or are abandoned in hospitals.

Children and youth who are homeless may have a place they usually sleep that is a public or private place not meant to be a regular place for people to sleep. They may also be living in:

- o cars;
- o parks;
- o public spaces;
- o abandoned buildings;
- o substandard housing (housing that does not meet modern standards of living);
- bus or train stations;
- o or other similar settings.

If you are not sure, please contact the person listed on this notice.

- What are the education rights of children and youth that are homeless? Our schools provide the same educational services to all students without regard to their living situation. Children and youth who are homeless also have rights that include:
  - O Based on what is best for the child or youth, the child or youth can continue to attend the "school of origin" or be immediately enrolled in any public school where the student now lives. This includes any school that students who are not homeless attend that is in the area where the child or youth now lives.
  - O Being given services without delay, such as transportation and meal programs.
  - Other appropriate services and programs, such as programs for:
    - gifted children;
    - children with disabilities;
    - English learners;
    - career and technical education;
    - and preschool.
  - o Help in school through the district's federally funded Title I program. A student that is homeless can receive Title I services even if the student is not attending a Title I funded school.



### South Tippah School District

- School activities for parents or guardians.
- o Participation in athletics, fine arts, or other extra-curricular activities.
- o Being treated the same as students who are not homeless by school personnel;
- What is the "school of origin"? 'School of origin' means the school the child or youth attended before becoming homeless or the school the child or youth last attended, including a preschool. When the child or youth completes the final grade level of a school of origin, then 'school of origin' means the school the child or youth would attend at the next grade level. The district must consider what is best for the child or youth when making a decision about which school the student will attend. Placement at the school of origin must be a choice unless doing so is not what is best for the student or is against the wishes of the parent, guardian or unaccompanied youth.
- What if there is disagreement about school placement? If the district places a student in a school that is not the school of origin or a school requested by the parent, guardian or unaccompanied youth, then the parent, guardian or unaccompanied youth may appeal (ask to change) the placement decision. The student will be immediately enrolled in the school that the student or parent asked for while an appeal is being considered. The district homeless liaison listed on this notice will provide information and assistance to appeal a placement decision.

No Child or Youth Should Be Denied Access to a Free and Appropriate Public Education

# PARENTAL OPTOUT INFORMATION FOR PARENTS OF ALL NINTH THROUGH TWELFTH GRADE STUDENTS

T	)ear	Parent:

Federal law requires each Local Educational Agency (LEA), upon request of a military recruiter or an institution of higher education, access to names, addresses, and telephone numbers of high school students. A parent may submit a request in writing to the LEA that such student information not be released without prior written consent of the parent.

If you wish to provide written consent prior to the release of this information you may use the below example and return it to your child's school. However, please be aware that if you choose not to return the form at this time, you may do so at any time during your child's school career. The request will be honored and it will be saved as a student record.

1		
Sincerely,		
Principal		
You may complete the foinformation - name, add	ollowing if you do not ress, and telephone nu ecruiters and institution	PRIOR WRITTEN CONSENT consent to the release of your child's umber - without first providing written ons of higher education that request this his is an example.
Student's Last Name: Student's First Name: Student's Official Class: _ Name of School:		
below without my express		nd telephone number NOT be shared with the igher Education
Parent/Guardian:	D D.	G' /
	Print Name	Signature
<del> </del>	Date	_



Title III Immigrant Grant Services Information for Parents

# South Tippah School District

#### **Title III Immigrant Grant Services Information for Parents**

School: South Tippah School District	Date: 07/24/2018
Dear Parent or Guardian:	(mm/dd/yyyy)
Our school district may be eligible to receive federal funds from of One of these grants our district might qualify to receive is designed eligible for Title III Immigrant Grant Services funding. These servi proficiency level. Proficiency in a language is a measure of a person person's preferred mode of communication.	to help our school provide services to students identified as ces are not based on a student's legal immigration status or English
Any information collected to determine eligibility for the Title III Infor these federal funds. It is <b>not</b> used to check on legal immigration to students that fit a federal education definition. That definition is that is different than the educational system in our school district. That is age 3 to 21;  • Was not born in the United States (including Washington Has not attended one or more schools in any state for most your child fits this definition, your child may be eligible for servi	status in any way. Title III Immigrant Grant services are provided specific to students who might come from an educational system he educational definition of an immigrant student is a student:  a, DC and Puerto Rico); and, re than 3 full academic years.
<ul> <li>Support of personnel, including teaching assistants who is services to immigrant children and youth;</li> <li>Tutoring, mentoring, and academic or career counseling</li> </ul>	elp parents to become more involved in their children's education; have been specifically trained, or are being trained, to provide for immigrant children and youth; and technology for use with immigrant children and youth; and,
Our district decides which services we will provide using Title III I meeting. Please contact your child's school or the school district of or concerns.	
We look forward to working with you toward the goal of excellence	e for your child.
Sincerely,	
Melinda Marsalis Name	English Learners Program Coordinator Title
662-837-7156	marsalism@stippah.k12.ms.us

Email Address

Phone

English

Parent Participation Form

## South Tippah School District Parent Participation Form

Meeting Date:	(mm/de	d/yyyy)
Meeting Locat		
☐ The d	listrict can provide childcare for this meeting. listrict can provide transportation for this meet genda for the meeting is attached.	ting.
Please return this completed for	orm to your child's teacher by this date	(date).
	Please complete the section below and return	
Name of Student:		Date:(mm/dd/yyyy)
		(mm/dd/yyyy)
Name of Parent:		School:
Please mark all boxes that app	oly to you:	
transp transp I can (see a	attend the meeting, but I have transportation of portation (see above if district can or cannot proportation assistance.  attend the meeting, but I have childcare respondence if district can or cannot provide childcar not attend the meeting.	provide transportation), I am requesting possibilities. If the district can provide childcare
Please pro	ovide the following information:	
Phone	e:	
Addre	ess:	
Numl	ber of children needing childcare during the m	neeting:
Thank you for making sure yo	our child succeeds in school.	
Please indicate if you need the	e following assistance while attending the mee	eting:
☐ Interprete	rpretation: Language:er: Sign language	
	OFFICE USE ONLY	
Student ID # Date Distributed	Date Received	

### South Tippah School District



#### Family Education Rights and Privacy Act (FERPA) Annual Notice for Release of School Directory Information High School

Dear Parent or Guardian:

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- a performance program, showing your child's role in a drama or music production
- the annual yearbook
- honor roll or other recognition lists published at school or in newspapers
- graduation programs
- sports statistics listed in programs, such as football, which may include height and weight of team members.
- the school or district website

Directory Information can also be released to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to:

- other schools the student is seeking to attend (transcripts, etc.)
- class ring manufacturers
- state or federal authorities auditing programs, evaluating programs, or enforcing state or federal laws
- a court by order of a subpoena (legal request)

The school district has designated the following as Directory Information:

Student name	Degrees, honors and awards received	Major field of study	Grade level
Address	Most recent educational agency or institution attended	Dates of attendance	K-12
Telephone number	Participation in school-sponsored activities and sports	Photograph	K-12
Email address	Weight and height of members of athletic teams	Date and place of birth	K-12

Two federal laws require school districts that receive assistance under the Elementary and Secondary Education Act as amended (2015) to provide military recruiters, upon request, with three Directory Information categories. Those categories are the names, addresses, and telephone listings of students. The school district must provide this information unless parents have notified the district that they do not want their child's information released without their prior written consent.

If you do not want the district to released Directory Information about your child without your prior written consent, you must notify the district in writing by 08/30/2018 (mm/dd/yyyy). Please complete the lower portion of this form and return the entire form to your child's school if you do not want your child's directory information released.

Parent or Guardian: ONLY complete and return this entire form IF you DO NOT give your consent for release of School Directory Information.

Use a separate form fo	or each child and return it to	their school.		
I do not want my child's Directory Information released and requ  Do not release my secondary student's directory information  Do not release my secondary student's directory information.	mation at any time.	tten consent.		
Name of Student:	School South Tippah S	School District	Date:	(mm/dd/yyyy)
Name of Parent or Guardian:	Signature of Parent or G	duardian:		
Address	City:	State:	Zip:	
Phone:	Email:			- Lange or



# South Tippah School District Community Learning Center Information

Date: 07/24/2018		
	(mm/dd/vvvv)	

Dear Parent or Guardian and Community,

The Elementary and Secondary Education Act (ESEA) as amended (2015) provides funding under Title IV, Part B for 21st Century Community Learning Centers program provides services outside of the regular school day to children and their families. This typically includes before school, after school and summer programs, but may include programs at other times as well. These services target students who attend low-performing schools to help them succeed in school.

21st Century Community Learning Center activities may include:

- Education programs that provide opportunities for academic assistance that may include tutoring to help students succeed in school;
- Other additional programs, services, and activities that may include:
  - Youth development activities;
  - O Service learning (Service learning is a learning strategy that mixes meaningful community service with instruction and review of the community service experience. This strategy is intended to improve learning, teach civic responsibility, and strengthen communities.);
  - o Nutrition and health education programs;
  - o Drug and violence prevention programs;
  - o Counseling programs;
  - o Arts, music, physical fitness, and wellness programs;
  - o Financial literacy programs;
  - o Environmental literacy programs (These are programs that help students understand the physical world we live in and teach important life skills.);
  - Math, science, or career and technical education programs;
  - o Internship or apprenticeship programs (These are programs where students work with a skilled professional to acquire skills and knowledge.); and
  - Other programs that help improve the regular educational experience of students.
- Opportunities for the families of students to meaningfully engage in their children's education; and
- Family literacy and other educational programs for parents and family members.

This letter is to inform you that there is a 21st Century Community Learning Center that is operating in our community.

Name of Center: South Tippah 21		
Address: 402 Greenlee Avenue		
City: Ripley	State: MS	Zip: 38663
Phone: 662-837-7156	Email: marsalism@stippah.k12.ms.us	
Website: www.stippah.k12.ms.us		
For more information, please contact the	21st Century Community Learning Center listed above	e.
Sincerely,		
Kelly Gates	Sou	th Tippah 21 Director
Name		Title
662-837-3677	gate	sk@stippah.k12.ms.us
Phone		Email Address

English
Protection of Pupil Rights (PPRA)
Annual Notice to Parents

# Protection of Pupil Rights (PPRA) Annual Notice to Parents

#### Dear Parent or Guardian:

This letter is to inform you of your rights regarding district surveys, collection and use of student information for marketing purposes, and certain physical examinations. These rights include:

- 1. Your consent is required before students are required to complete a survey that concerns one or more of the following protected areas if the survey is funded in whole or in part by a program of the U.S. Department of Education.
  - Political affiliations or beliefs of the student or student's parent;
  - Mental or psychological problems of the student or student's family;
  - Sex behavior or attitudes;
  - Illegal behavior, socially unacceptable behavior, behavior that implies your own guilt, or humiliating behavior;
  - Critical appraisals of others with whom respondents have close family relationships;
  - Legally recognized privileged relationships, such as with lawyers, doctors or ministers;
  - Religious practices, affiliations or beliefs of the student or parents; or
  - Income, other than is required by law to determine program eligibility.
- 2. You must receive notice and an opportunity to refuse to have your student participate in -
  - Any other protected information survey, regardless of funding;
  - Any non-emergency, in depth physical exam or screening required as a condition of attendance, administered by the school
    or its agent, and not necessary to protect the immediate health and safety of a student. Exceptions are made for hearing,
    vision or scoliosis (spine disorder) screenings, or any physical exam or screening permitted or required under State law;
  - Activities involving collection, release, or use of personal information obtained from students for marketing or to sell or
    otherwise distribute the information to others.
- 3. You may review, upon request and before administration or use
  - Protected information surveys of students;
  - Instruments used to collect personal information from students for any of the above marketing, sales or other distribution purposes; and
  - Instructional material used as part of the educational curriculum.

When a student reaches the age of 18 or is an emancipated minor (has independent status) under State law, the parent's rights transfer to the student.

The district has adopted policies, in consultation with parents, regarding these rights. These policies relate to arrangements to protect student privacy in the administration of protected information surveys and the collection, release, or use of personal information for marketing, sales or other distribution purposes. Parents will be notified of these policies at least annually at the start of each school year and after any important changes. The district will also inform parents at the beginning of the school year if the district has identified the specific or approximate dates of activities or surveys and will provide an opportunity for the parent to refuse to have his or her child participate in a specific activity or survey.

For activities scheduled after the school year starts, parents will be provided reasonable notice of the planned activities and surveys and will be provided an opportunity to refuse to have their child participate in these activities and surveys. Parents will also be provided an opportunity to review any relevant surveys. The following are specific activities and surveys covered under this requirement:

- collection, release or use of personal information for marketing, sales or other distribution;
- · administration of any protected information survey not funded by the U.S. Department of Education; and
- any non-emergency, in depth physical examination or screening as described above.

Attached, if scheduled at this time, is a "Scheduled Activities and Surveys" notice. For your convenience, we have also attached a "Parent Consent or Refusal Response" form that must be returned to the office.

To file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of PPRA, contact:

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

English	
School-Parent Compact	

### South Tippah School District School-Parent Compact

Date:	07/24/2018	
	(mm/dd/ysysy)	

Dear Parent or Guardian:

We value what you do to help your child succeed in school. One part of our school's parent and family engagement policy is this school-parent compact. This compact is developed jointly with parents and identifies ways you and school staff can share the responsibility for supporting your child's learning.

#### School's Responsibility:

- We will provide high quality curriculum and instruction in a supportive and effective learning environment
- We will provide you with assistance in understanding academic achievement standards and tests, how to track your child's progress, and how to establish an successful homework setting and routine
- We will provide opportunities for regular communication between you and teachers through:
  - parent-teacher conferences,
  - frequent reports about your child's progress,
  - opportunities to talk with staff, volunteer in class, and observe classroom activities,
  - ensuring regular communication between family members and school staff to the extent possible, in a language that family members can understand

#### Parent's Responsibility:

- Encourage your child to attend school regularly
- Encourage your child to use positive school behavior
- Set regular times for homework and support effort, completion, and correctness
- Set limits on the amount of time your child spends in front of a screen such as a television, smartphone, or computer and encourage positive use of your child's additional time
- Volunteer in your child's school and classroom if time or schedule permits
- Attend parent-teacher conferences and when it is appropriate, participate in decisions about the education of your child.

Please review this School-Parent Compact with your child. This School-Parent Compact may be discussed with you during a parent-teacher conference as it relates to your child's progress in school.

Thank you for your support and involvement in your child's education. Please contact the person listed below for more information:

Name: Melinda Marsalis	Title: Federal Programs Director
Telephone Number: 662-837-7156	Email Address: marsalism@stippah.k12.ms.us

		OFFICE USE	ONLY	
Student ID#	Student Name	Date Distributed	Faculty Name	Faculty ID#

English
Testing Policy
Letter to Parents

# South Tippah School District Testing Policy Letter to Parents School Year: 2018-2019

Date:			

(mm/dd/yyyy)

Dear Parent or Guardian:

Our District receives federal funds for education programs that are part of the *Elementary and Secondary Education Act (ESEA)*, as amended (2015).

This law requires that all States adopt challenging academic standards and tests based on those standards. There must be at least three levels of scores for students who take these tests. This includes tests in mathematics, reading or language arts, science, and any other subject chosen by the State. States are required to develop English language proficiency tests for students who are English learners. Proficiency in a language is a measure of a person's ability to understand and communicate in that language or in a person's preferred mode of communication. Furthermore, States must develop alternate tests for students with the most significant cognitive disabilities. A school district may also request State approval to use a locally selected test for high school students that is different than the State test.

These academic tests provide important information that help teachers, schools, school districts and states identify students' strengths and weaknesses. Test results and other information are used to improve academic and language instruction for students. These tests are also used to identify schools that may be in need of extra support to improve student achievement. It is the goal of the district to have all students participate in state and local testing.

You have the right to request to receive any State or District policy about student participation in any of these tests required by the ESEA. If you request this information, the district must provide it to you.

If you have decided you do not want your child to participate in the State testing, please contact the person below to request the Test Refusal Form. Please note that a new Test Refusal Form must be submitted each school year.

Please see the next page for a list of State and District tests.

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PTT.		1	11	

Testing Policy Letter to Parents

### South Tippah School District **State and District Tests** School Year: <u>2018-2019</u>

During this school year, students in our school will take the following tests:

State tests:	
	Grades:
	On to
`	Grades:
	0 1
	Grades:
	Grades:
	Grades:
	Grades:
School District tests:	
	Grades:
	Grades: