



MISSISSIPPI OFFICE OF THE STATE AUDITOR
STACEY E. PICKERING, AUDITOR

PERFORMANCE AUDIT DIVISION
DISTRICT EXIT CONFERENCE

April 15, 2013

Pearl Public School District

Beginning on Thursday, April 04, 2013, the Office of the State Auditor's Performance Audit Division (PAD) performed a limited review of the accuracy and reliability of student and personnel data transmitted to the Mississippi Department of Education for the purpose of determining funding for local school districts. OSA reviewed the following:

Student Enrollment

1. I determined whether there is a written policy on enrollment requirements and procedures at each school. As a result, I found the following:

Pearl Upper School does have a written policy on enrollment requirements and procedures.

Pearl Junior High School does have a written policy on enrollment requirements and procedures.

Pearl High School does have a written policy on enrollment requirements and procedures.

2. I determined whether the number of students enrolled in school is being accurately reported. As a result, I found the following:

Pearl Upper School is reporting the number of students enrolled accurately.

Pearl Junior High School is reporting the number of students enrolled accurately.

Pearl High School is reporting the number of students enrolled accurately.

3. I determined whether the school is following policy regarding student enrollment records. As a result, I found the following:

Pearl Upper School is not following policy regarding student enrollment. Of the records reviewed, 22 out of 39 had missing, incomplete, or invalid proof of residency.

Pearl Junior High School is not following policy regarding student enrollment. Of the records reviewed, 19 out of 29 had missing, incomplete, or invalid proof of residency.

Pearl High School is not following policy regarding student enrollment. Of the records reviewed, 27 out of 34 had missing, incomplete, or invalid proof of residency.



- I determined whether the selected student’s information is in the student package and is the same as the information kept in the student’s record. As a result, I found the following:

At Pearl Upper School, the selected student’s information in the student package **is the same** as the information kept in the student’s record.

At Pearl Junior High School, the selected student’s information in the student package **is not the same** as the information kept in the student’s record. Of the records reviewed, 3 out of 29 student’s information **did not match** information in the student package.

At Pearl High School, the selected student’s information in the student package **is not the same** as the information kept in the student’s record. Of the records reviewed, 6 out of 34 student’s information **did not match** information in the student package.

Student Attendance/Absenteeism

- I determined whether there is a written policy on monitoring and reporting student absences. As a result, I found the following:

Pearl Upper School does have a written policy on monitoring and reporting student absences.

Pearl Junior High School does have a written policy on monitoring and reporting student absences.

Pearl High School does have a written policy on monitoring and reporting student absences.

- I determined whether the school is following policy regarding attendance and absenteeism. As a result, I found the following:

Pearl Upper School is not following policy regarding attendance and absenteeism. Of the excuses reviewed, 26 out of 26 excuses did not comply with district and/or school policies.

Pearl Junior High School is not following policy regarding attendance and absenteeism. Of the excuses reviewed, 1 out of 32 excuses did not comply with district and/or school policies.

Pearl High School is not following policy regarding attendance and absenteeism. Of the excuses reviewed, 2 out of 46 did not contain enough information to actually validate the excused absence; 14 out of 46 excuses did not comply with district and/or school policies.

Graduation – THIS IS ONLY PERFORMED AT SCHOOLS WITH A 12TH GRADE

- I determined whether graduation requirements are being met. As a result, I found the following:

All students selected at Pearl High School met graduation requirements.

- I determine whether all graduation records were complete. As a result, I found the following:

At Pearl High School, all graduation records were not complete. Of the records reviewed, 20 out of 20 of students’ records reviewed had incomplete Graduation Facts sections.



School Attendance Reporting

1. I determined whether the school is following policy regarding the reporting of unexcused absences. As a result, I found the following:

Pearl Upper School is not following policy regarding the reporting of unexcused absences. Of the records reviewed, 1 out of 11 students reviewed was not reported to the school attendance officer after accumulating five (5) or more unexcused absences; and 9 out of 11 students reviewed were not reported in a timely manner as specified by law after accumulating five (5) or more unexcused absences.

Pearl Junior High School is not following policy regarding the reporting of unexcused absences. Of the records reviewed, 4 out of 18 students reviewed were not reported to the school attendance officer after accumulating five (5) or more unexcused absences; and 8 out of 18 students reviewed were not reported in a timely manner as specified by law after accumulating five (5) or more unexcused absences.

Pearl High School is not following policy regarding the reporting of unexcused absences. Of the records reviewed, 1 out of 31 students reviewed was not reported to the school attendance officer after accumulating five (5) or more unexcused absences; and 25 out of 31 students reviewed were not reported in a timely manner as specified by law after accumulating five (5) or more unexcused absences.

2. I determined whether the school attendance officer is following policy regarding reporting of unexcused absences. As a result, I found the following:

Pearl Upper School attendance officer is following policy regarding the reporting of unexcused absences.

Pearl Junior High School attendance officer is following policy regarding the reporting of unexcused absences.

Pearl High School attendance officer is following policy regarding the reporting of unexcused absences.

Reporting of Suspensions

1. I determined whether the school is following policy regarding the reporting of suspensions. As a result, I found the following:

Pearl Upper School is not following policy regarding the reporting of suspensions. Of the suspensions reviewed, 1 out of 5 was not reported to the school attendance officer when they occurred and 1 out of 5 suspensions was not coded as an unexcused absence, as required by law.

Pearl Junior High School is not following policy regarding the reporting of suspensions. Of the suspensions reviewed, 2 out of 2 were not reported to the school attendance officer when they occurred and 1 out of 2 suspensions was not coded as an unexcused absence, as required by law.



Pearl High School is not following policy regarding the reporting of suspensions. Of the suspensions reviewed, 2 out of 2 suspensions were not coded as an unexcused absence, as required by law.

Posting of Historical Documents

1. I determined whether the school is posting the required historical documents. As a result, I found the following:

Pearl Upper School is posting the required historical documents.

Pearl Junior High School is posting the required historical documents.

Pearl High School is not posting the required historical documents. Of the classrooms reviewed, 2 out of 71 did not have the required historical documents; and 4 out of 71 did not have the required historical documents properly displayed.

Teacher Endorsements

1. I determined whether teachers in the school have proper endorsements for the subjects they teach. As a result, I found the following:

At Pearl Upper School, all the teachers reviewed have proper endorsements for the subjects they teach.

At Pearl Junior High School, all the teachers reviewed have proper endorsements for the subjects they teach.

At Pearl High School, all the teachers reviewed have proper endorsements for the subjects they teach.

Note: OSA is aware that Process Standard 8.1 allows no more than 5% of FTE units, not including academic core subjects, to work outside of the area or areas of endorsement.

Textbooks

1. I determined whether each child in the school is assigned a textbook in each applicable class. As a result, I found the following:

Of the classes reviewed at Pearl Upper School, in 20 out of 20 classes, 277 out of 493 students were not assigned textbooks.

Of the classes reviewed at Pearl Junior High School, in 20 out of 20 classes, 94 out of 401 students were not assigned textbooks.

Of the classes reviewed at Pearl High School, in 20 out of 20 classes, 261 out of 468 students were not assigned textbooks.



Safety

1. I determined whether the district/schools are in compliance with all required safety laws and policies. As a result, I found the following:

District

Pearl Public School District is in compliance with all required safety laws and policies.

Schools

Pearl Upper School is not in compliance with all required safety laws and policies.

Pearl Junior High School is not in compliance with all required safety laws and policies.

Pearl High School is not in compliance with all required safety laws and policies.

Property Internal Controls

1. I determined whether the district has internal controls related to property and whether the district is adhering to those controls. As a result, I found the following:

Pearl Public School District has internal controls related to property and is adhering to those controls.

Vehicles

1. I determined whether the district is following policy regarding the marking of district vehicles. As a result, I found the following:

Pearl Public School District is not following policy regarding the marking of district vehicles. 1 out of 2 vehicles reviewed was not marked as specified by law.

NOTE: Please be advised, a copy of this report is made available to the Mississippi State Board of Education and the Commission on School Accreditation as an element of review for administering the State performance-based accreditation system for public schools. As a result, any adverse findings in this report may affect your accreditation status. In addition, if you have any vehicles that were not properly marked, you have five days to correct this. If the correction is not made, vehicles will be impounded by the State Auditor's Office and the Tax Commission will be notified to withhold any sales and excise tax due.

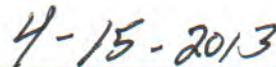


I would like to thank you for taking time out of your busy schedule to discuss the results of the review in your district. Copies of all audit exceptions are available upon your request. Please submit formal comments regarding the audit to me, at P.O. Box 11183, Jackson, MS 39283, **within one week from today**. If you have questions or comments, please feel free to contact myself or Keyla Bradford, Project Manager, at 601-576-2800.

By signing below you agree that you have received a copy of this report and a brief explanation of the exceptions.



Superintendent Signature



Date



PEARL PUBLIC SCHOOL DISTRICT

RAYMOND C. MORGIGNO, PH.D.
SUPERINTENDENT OF SCHOOLS

P.O. Box 5750 • PEARL, MS 38288-5750
TELEPHONE: 601-932-7916 • FAX: 601-932-7929

State Audit Exit Report Findings

Pearl Public School District

April 8-15, 2013

Student Enrollment

1. No findings
2. No findings
3. PUE, PJHS, and PHS were found to be out of compliance with state policy related to student residency records. Prior to the 2012-2013 school year, PPSD policy required returning students who had not changed residence since the previous year's residency verification to complete a universal residency release stating such in lieu of providing updated duplicate proofs. I disagree with this finding based on State Board Policy I.2. I am attaching a copy of this policy that states that all new students enrolling or students that have moved will update their two current proofs. However, it does not state that each returning student must do this if they have not changed addresses. (Please see attached) However, PPSD has complied with state policy for all new enrollees and will require updated residency proofs for all students for the 2013-14 school year.
4. PJHS and PHS were found to be out of compliance with state policy related to student records. In 3 of 29 records reviewed at PJHS, and 6 of 34 records reviewed at PHS, student cumulative records information (specifically, parent contact telephone numbers) did not match student records information in the district's student information system (SAM). Upon investigation, it was found that the parent contact information of the students in question had been updated in SAM when the school received notification of a change of contact telephone number, but the same information had not been updated in each student's cumulative record. This has been corrected and a system of checks and balances has now been implemented at PJHS and PHS to ensure that SAM and individual student cumulative records are updated when the school is notified of a change in student information.

Student Attendance/Absenteeism

1. No findings
2. PUE, PJHS, and PHS were found to be out of compliance with school policy regarding attendance and absenteeism. At PUE, 26 of 26 excuses were not in compliance because the handbook stated that the parent was to call the school if the student was absent. At PJHS, one of 32 excuses reviewed was out of compliance. In the single instance noted, the principal marked the excuse "approved" rather than "pre-approved" for an educational trip for which approval of a student's absence from school was granted in advance. Page 73 of the PPSD Student/Parent Handbook allows for excused absence by special permission of the principal "obtained in advance." For the 2013-14 school year, PPSD will change its handbook policy striking the statement "obtained in advance." PHS had 2 out of 46 excuses not containing enough information to validate the excuses. They also had 14 out of 46 not complying with district policies. PPSD is revising what is required for a parent excuse. PPSD is also updating the handbook to reflect these changes.

Graduation

1. No findings.
2. Pearl High School had 20 out of 20 records with incomplete graduation facts sections. This was due to the former principal stamping his name on the transcript rather than signing it. The new principal is aware of the requirement to sign the transcript and will not use a stamp.

School Attendance Reporting

1. PUE, PJHS, and PHS were found to be out of compliance with state law related to reporting unexcused absences. 9 out of 11 students at PUE were not turned in to the attendance officer in a timely manner. 8 out of 18 students at PJHS were not turned in to the attendance officer in a timely manner, and 25 out of 31 students at PHS were not turned in to the attendance officer in a timely manner. The law reads to report to the attendance officer after accumulating 5 or more unexcused absences “in a timely manner,” which is defined by state law as “within two (2) school days or within five (5) calendar days, whichever is less” (Section 37-13-91(6)). PPSD has made the procedural corrections necessary to fix this problem and will update the district policy. Schools will fax with a confirmation of receipt, e-mail, or hand deliver students with 5 or more unexcused absences to the attendance officer rather than sending them in the district “pony mail”. The handbook will also be revised to ensure future compliance.
2. No findings

Reporting of Suspensions

1. PUE, PJHS, and PHS were found to be out of compliance with state law related to reporting suspensions. Of suspensions reviewed, 1 at PUE and 2 at PJHS were not reported to the school attendance officer when they occurred. At PUE, 1 out of 5 reviewed was not coded as unexcused, at PJHS, 1 out of 2 was not coded as an unexcused absence and at PHS, and 2 out of 2 were not reported as an unexcused absence. This has been corrected as administrators are now aware of the procedures to report suspensions to the attendance officer within 1 day. Upon investigation, it was found that district software had a glitch that marked a student that was suspended after the school day began as present/suspended. PPSD administration has changed its disciplinary protocols to ensure that students who are suspended from school on days that they started at school are marked as “absent - suspended” rather than “present” for the entire day.

Posting of Historical Documents

1. There were no findings at PUE and PJHS. At PHS, 2 out of 71 classrooms did not have the required historical document posted and 4 out of 71 classrooms did not have the documents properly displayed. Each of these has since been corrected.

Teacher Endorsements

2. No findings

Textbooks

1. PUE, PJHS, and PHS were found to be out of compliance with state law related to assignment of textbooks. In 20 of 20 classes reviewed at PUE, 277 out of 493 students were not assigned take home textbooks, at PJHS, 94 of 401 students were not assigned take home textbooks. While all PJHS students have access to texts, the four 8th grade English classes reviewed utilize classroom sets of texts and do not issue take-home texts to students unless requested by the student or parent. In a small number of cases outside English 8, newly enrolled students had not yet been issued a take-home text. At PHS, in 20 out of 20 classes reviewed, 261 out of 468 students were not assigned take home textbooks. Again, students have classroom sets of textbooks and are allowed to take one home when requested by the student or parent. In fact, most students are issued textbooks to take home. However, the reasons for not every child having a take home textbook are two-fold. First,

funding for textbooks have been drastically cut over the past 4 years while the prices for textbooks have steadily increased. In addition, in speaking with representatives from MDE, their interpretation and mine have been that students must be able to take a textbook home if requested. Not that every student must take one home. (MS Code 37-43-1) PPSD will continue to budget and spend on textbooks at a high level.

Safety

1. PUE, PJHS, and PHS were found to be out of compliance with state safety laws and policies. In an effort to protect instructional time and due to the city resources (Pearl Fire Department, Pearl Police Department, City of Pearl (street closings), etc.) that are a routine part of our drill processes, PUE, and PJHS does not currently conduct full-evacuation fire drills each month. There are gas lines on the campuses of PPSD that require students to cross the road whenever we conduct fire/evacuation drills. This also involves our local first responders to block off a road for approximately 20 minutes. Therefore we have very involved fire/evacuation drills but do not conduct them each month. PPSD policy does include that we will announce the reunification of family location via a call out system and/or mass media. We do have an agreement with Hinds Community College that is included. However, we do not publicize our reunification of family location prior to any emergencies because we do not want terrorist to know in advance where students will be going. This strategy was developed jointly in training sessions with our first responders/law enforcement agencies.

Property Internal Controls

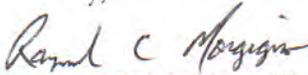
1. No findings.

Vehicles

1. On 1 of 2 vehicles reviewed, the lettering was found to be 2.75 inches rather than the required 3 inches. This has been corrected.

I would like to thank you for the work you did on the audit and appreciate your time and comments. Please do not hesitate to contact me if I can be of any further assistance.

Sincerely,



Raymond C. Morgigno, Ph.D.
Superintendent, Pearl Public School District
(601) 932-7916



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State Board Policy

DESCRIPTOR TERM: Residency Verification
 CODE: 6600
 ADOPTION DATE: April 20, 1990
 REVISION: July 17, 1992

The requirements relative to school district verification of student residency are as outlined below. The attached form is suggested as a way to collect the required information.

I. POLICY

Definition of residence for school attendance purposes:

The student physically resides full time, weekdays/nights and weekends, at a place of abode located within the limits of the school district.

1. Effective for the 1990-91 school year, all school districts will require students who are seeking to enroll or continue to enroll in a school district to register at the school they are assigned to attend. The school district shall verify the residence of each student.

2. In succeeding years any new student enrolling or entering a school district or any continuing students whose residence has changed will be required to verify his or her residence address as herein provided as a part of the registration process.

II. PROCEDURE

1. Each student identified in paragraphs 1 and 2 above must establish his or her residency in the following manner:

a. STUDENTS LIVING WITH PARENTS OR GUARDIAN

The parent or legal guardian of a student seeking to enroll must provide the school district with at least two of the items numbered (1) through (9) below as verification of their address, except that any document with a post office box as an address will not be accepted. (1) Filed Homestead Exemption Application form;

1. Mortgage Documents or property deed;
2. Apartment or home lease;
3. Utility bills;
4. Driver's license
5. Voter precinct identification;
6. Automobile registration;
7. Affidavit and/or personal visit by a designated school district official;
8. Any other documentation that will objectively and unequivocally establish that the parent or guardian resides within the school district; and, in the case of a student living with a legal guardian who is a bona fide resident of the school district;
9. Certified copy of filed petition for guardianship if pending and final decree when granted.

b. HOMELESS CHILDREN

When a child is determined to be homeless as defined by the Stewart B. McKinney Act 42 USC Section 11431(1), 11432 (e) (4) and 11302(a), the school district shall consider and take enrollment action that is in the best interest of the child pursuant to 40 USC 11432(e)(3).

c. STUDENTS LIVING WITH ADULTS OTHER THAN PARENTS OR LEGAL GUARDIANS:

(1) The non-parent claiming district residency must meet the criteria of subparagraph (a)(1) through (9) above, required of a parent or legal guardian.
 (2) The district resident must provide the school with an affidavit stating his or her relationship to the student, and that the student will be living at his/her abode full time, and provide documentation fully explaining the reason(s) (other than school attendance zone or district preference) for this arrangement. The local school board or its designee will make the necessary factual determinations under subsection II.1(c)(2). Examples of situations where "in loco parentis" authority of an adult should be recognized to establish residency of the minor include but are not limited to the following:

- (a) Death or serious illness of the child's parent(s) or guardian(s);
- (b) Abandonment of the child;
- (c) Child abuse or neglect;
- (d) Unstable family relationships or undesirable conditions in the home of the child's parents or guardians having a detrimental effect on the child;
- (e) Students enrolled in recognized exchange programs residing with host families. (3) Whenever appropriate the person who has assumed responsibility for the care and custody of the child shall be encouraged to obtain legal guardianship of the child.
- (d) The requirements of Section II.1(a) and (c) above are minimum requirements and the school district may require additional documentation and verification at any time.
- (e) At a minimum, the district shall maintain in a file a written instrument identifying the types of documents used to verify each student's residency and copies of any relevant guardianship petition or decree.
- (f) The provisions of this policy do not apply to students who reside outside the school district, but who have legally transferred into the school district.2. In the event that a local school district has a similar procedure which requires documentation of residence and is approved by the State Board of Education, such procedure may be substituted for the procedure outlined in Section II.

MDE Hot Topics

- [West Bolivar reapportionment map](#)
- [North Bolivar reapportionment map](#)
- [Common Core State Standards](#)
- [Mississippi Virtual Public School](#)
- [Mississippi e-Learning for Educators](#)
- [Mississippi Department of Education Surveys](#)
- [Teacher Dashboard](#)
- [MSTAR Teacher Evaluation Rubric](#)
- [MSTAR Brochure](#)

MDE News

Mississippi Teacher of the Year Will Be Announced Tuesday

Apr 15, 2013

MDE Announces New Planning Tool to Help Districts Prepare for Rigorous 21st Century Assessments

Mar 25, 2013

MDE Awards Grants to Five School Districts for Excellence for All Model Programs

Mar 12, 2013

MDE Quick Links

- [EdUpdate](#)
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Mississippi Department of Education P.O. Box 771 Jackson, MS 39205-0771 General Information: 601-359-3513

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MISSISSIPPI

STATE DEPARTMENT OF EDUCATION

TOM BURNHAM, Ed.D.
State Superintendent of Education

Judy Rhodes, Associate State Superintendent, Administration and Finance

Bureau of School Support, Smith Sparks, Director

Division of Textbooks • Bob Tom Johnson, Ed.D., Director

Suite 1604 Sillers Office Building • P. O. Box 771 • Jackson, MS 39205-0771 • (601) 359-2791 • FAX (601) 359-2326

July 23, 1992

TO: School District Superintendents
FROM: Judy Rhodes 
SUBJECT: Amendment of the Residency Verification Process

The Mississippi State Board of Education, in its meeting on July 17, 1992, gave final approval to changes in the procedures to be followed in documenting the residency of students.

Basically, the revised policy removes the requirement that a parent, guardian or other adult must continue to provide an annual statement that the previously documented residence has not changed. A new suggested form has been created which combines the two forms used in the past in the documentation process. As you will note on the enclosed copy of the new form, the parent, guardian or other adult signs a statement to the fact that notice will be given to the district if the residence should change. In summary, the "Residency Registration and Documentation Checklist" would be completed upon a student's initial enrollment in the district. No further documentation or paper work would be required unless the residence should change.

Please be reminded that Section 37-15-29 of the Mississippi Code mandates that no minor child may attend any school except in the district of his residence unless a lawful transfer is in effect. A district may continue to require annual verification. I suggest and encourage you to use the residency verification approach you feel will best satisfy the intent of this law. Certainly, if you have already completed the documentation process under the former system for the 1992-93 school year, no further action would be required.

The question has been posed relative to the action to be followed in making the transition to the new position. It is our opinion that if you have the initial documentation form and you have secured the annual statement of continued residency for the past year, where applicable, there would be no need to secure further documentation unless the residence of the student should change. The new policy would be phased in as new students enroll in your schools.

Should you have questions regarding this change, please feel free to call Bob Tom Johnson at 359-2791.

flr

DESCRIPTOR TERM: Residency Verification
CODE: 6600
ADOPTION DATE: April 20, 1990
REVISION: July 17, 1992

Attorney

The requirements relative to school district verification of student residency are as outlined below. The attached form is suggested as a way to collect the required information.

I. POLICY

Definition of residence for school attendance purposes:

The student physically resides full time, weekdays/nights and weekends, at a place of abode located within the limits of the school district.

1. Effective for the 1990-91 school year, all school districts will require students who are seeking to enroll or continue to enroll in a school district to register at the school they are assigned to attend. The school district shall verify the residence of each student.

2. **IN SUCCEEDING YEARS** any new student enrolling or entering a school district or any continuing students whose residence has changed will be required to verify his or her residence address as herein provided as a part of the registration process.

II. PROCEDURE

1. Each student identified in paragraphs 1 and 2 above must establish his or her residency in the following manner:

a. STUDENTS LIVING WITH PARENTS OR GUARDIAN

The parent or legal guardian of a student seeking to enroll must provide the school district with at least two of the items numbered (1) through (9) below as verification of their address, except that any document with a post office box as an address will not be accepted.

(1) Filed Homestead Exemption Application form;

1. Mortgage Documents or property deed;
2. Apartment or home lease;
3. Utility bills;
4. Driver's license
5. Voter precinct identification;
6. Automobile registration;
7. Affidavit and/or personal visit by a designated school district official;
8. Any other documentation that will objectively and unequivocally establish that the parent or guardian resides within the school district; and, in the case of a student living with a legal guardian who is a bona fide resident of the school district;
9. Certified copy of filed petition for guardianship if pending and final decree when granted.

b. HOMELESS CHILDREN

When a child is determined to be homeless as defined by the Stewart B. McKinney Act 42 USC Section 11431(1), 11432 (e)(4) and 11302(a), the school district shall consider and take enrollment action that is in the best interest of the child pursuant to 40 USC 11432(e)(3).

c. STUDENTS LIVING WITH ADULTS OTHER THAN PARENTS OR LEGAL GUARDIANS:

(1) The non-parent claiming district residency must meet the criteria of subparagraph (a)(1) through (9) above, required of a parent or legal guardian.

(2) The district resident must provide the school with an affidavit stating his or her relationship to the student, and that the student will be living at his/her abode full time, and provide documentation fully explaining the reason(s) (other than school attendance zone or district preference) for this arrangement. The local school board or its designee will make the necessary factual determinations under subsection II.1(c)(2). Examples of situations where "in loco parentis" authority of an adult should be recognized to establish residency of the minor include but are not limited to the following:

- (a) Death or serious illness of the child's parent(s) or guardian(s);
- (b) Abandonment of the child;
- (c) Child abuse or neglect;
- (d) Unstable family relationships or undesirable conditions in the home of the child's parents or guardians having a detrimental effect on the child;
- (e) Students enrolled in recognized exchange programs residing with host families. (3) Whenever appropriate the person who has assumed responsibility for the care and custody of the child shall be encouraged to obtain legal guardianship of the child.
- (d) The requirements of Section II.1(a) and (c) above are minimum requirements and the school district may require additional documentation and verification at any time.
- (e) At a minimum, the district shall maintain in a file a written instrument identifying the types of documents used to verify each student's residency and copies of any relevant guardianship petition or decree.
- (f) The provisions of this policy do not apply to students who reside outside the school district, but who have legally transferred into the school district.2. In the event that a local school district has a similar procedure which requires documentation of residence and is approved by the State Board of Education, such procedure may be substituted for the procedure outlined in Section II.

Morgigno, Ray

From: Muse, Clyde <VCMuse@hindsc.edu>
Sent: Wednesday, December 19, 2012 1:34 PM
To: Morgigno, Ray
Cc: Craven, John; Powell, C S.; Campbell, David L.
Subject: RE: Evacuation of Pearl Schools

Dr. Morgigno,

This email is in response to designate the Muse Center as a possible back-up evacuation destination for Pearl High School. I am hereby approving this request. We look forward to continuing our close association and cooperation with the Pearl School District. You do a great job for all the citizens of Pearl and you have an excellent school system. If there is anything further that we can do to assist you, please do not hesitate to call.

Sincerely,
Clyde Muse
President
Hinds Community College
PO Box 1100
Raymond, MS 39154
601-857-3240

From: Morgigno, Ray [mailto:rmorgigno@pearl.k12.ms.us]
Sent: Tuesday, December 18, 2012 1:59 PM
To: Muse, Clyde
Subject: RE: Evacuation of Pearl Schools

Hey Dr. Muse,

This would be only in the case of severe weather for the high school where we could not evacuate to the football field. The only other scenario that I can think of would be if we needed to evacuate the elementary schools on Mary Ann Drive. We have the boy's club as the main spot for that. However, we have 3 schools on Mary Ann Drive so this would be a backup plan if the weather was bad and we had to evacuate all 3 schools for some reason. Honestly, I would like to think that we would never have to do this. However, we were looking at all possibilities as we evaluate our plans and wanted to have a plan B.

Thanks,

Ray Morgigno
Superintendent, Pearl Public Schools
(601) 932-7916

From: Muse, Clyde [mailto:VCMuse@hindsc.edu]
Sent: Tuesday, December 18, 2012 1:46 PM
To: Craven, John
Cc: Morgigno, Ray; Campbell, David L.
Subject: FW: Evacuation of Pearl Schools

Mr. Craven,

Your request below to use the Muse Center for an evacuation destination for Pearl Schools students has been received by Dean David Campbell and referred to me for action. I have a question to ask – Is this for the entire public school system of Pearl or is it specifically just for Pearl High School? Please get Mr. Morgigno to form this specific request that is needed and send to me for action.

Sincerely,
Clyde Muse
President
Hinds Community College
PO Box 1100
Raymond, MS 39154
601-857-3240

From: Campbell, David L.
Sent: Tuesday, December 18, 2012 8:48 AM
To: Muse, Clyde
Subject: FW: Evacuation of Pearl Schools

Dr. Muse,

Please see the request below from Mr. Craven, Safety Director, Pearl Public School System. Thank you.

David Campbell
Career-Technical Dean, Rankin Campus
Hinds Community College
PH: 601-936-5550

From: Cooper, Scott
Sent: Monday, December 17, 2012 1:24 PM
To: Campbell, David L.
Subject: FW: Evacuation of Pearl Schools

Scott Cooper

601-936-1855
Room 101
Clyde Muse Center
515 Country Place Parkway
Pearl, MS 39208

From: Craven, John [<mailto:jcraven@pearl.k12.ms.us>]
Sent: Monday, December 17, 2012 12:57 PM
To: Cooper, Scott
Subject: Evacuation of Pearl Schools

Scott,

My name is John Craven and I'm the safety director of the Pearl Public School System. If we have a bomb threat, fire or some other type of emergency may we use the Muse center for an evacuation destination for the Pearl Schools students. If you are not my contact person for this request please advise me of who I need to contact. Thanks, John Craven

LAWS

MS CODE 37-17-7. Accreditation of Nonpublic Schools.

Any nonpublic school may, through its governing body, request that the State Board of Education approve such institution. Approval shall be based upon a process promulgated by the State Board of Education; provided, however, that in no event shall the State Board of Education adopt more stringent standards for approval of nonpublic schools than the accreditation standards applied to public schools.

MS CODE 37-17-9. Accreditation by Other Agencies.

This chapter shall not be construed to establish the only accrediting agency in the State of Mississippi, and nothing contained herein shall be construed to prevent any nonpublic school association or associations or group or groups from establishing its or their accrediting agency, unrelated to any such accrediting agency for public schools as established by this chapter. Nothing in the chapter shall prevent such nonpublic school accrediting agency or agencies from functioning in such capacity.

MS CODE 37-43-1. Textbooks.

This chapter is intended to furnish a plan for the adoption, purchase, distribution, care and use of free textbooks to be loaned to the pupils in all elementary and high schools of Mississippi. The books herein provided by the State Board of Education, which shall be the State Textbook Procurement Commission, shall be distributed and loaned free of cost to the children of the free public schools of the state and of all other schools located in the state, which maintain educational standards equivalent to the standards established by the State Department of Education for the state schools as outlined in the Nonpublic Schools Accreditation Requirements of the State Board of Education.

Teachers shall permit all pupils in all grades of any public school to carry to their homes for home study, the free textbooks loaned to them, and any other regular textbooks whether they be free textbooks or not. For the purposes of this chapter, the term "board" shall mean the State Board of Education.

Textbook shall be defined as any medium or manual of instruction which contains a systematic presentation of the principles of a subject and which constitutes a major instructional vehicle for that subject.