

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
Summary of State Board of Education Agenda Items
Consent Agenda
March 9, 2023

OFFICE OF ACCREDITATION

H. Approval of Corrective Action Plans (CAPs) for Districts assigned a PROBATION or WITHDRAWN status in accordance with Accreditation Policy 2.8.1

Background Information: In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2022*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. The school district is required to submit a Corrective Action Plan within sixty (60) days of notification. In accordance with Policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Miss. Code Ann. § 37-17-6(11).

Program offices have reviewed their applicable section(s) of the CAPs and have approved the provided corrective actions and timelines for the following districts:

1. Carroll County School District
2. East Jasper School District
3. George County School District
4. Hazlehurst City School District
5. Jackson Public School District
6. Leland School District
7. Newton Municipal School District
8. North Bolivar Consolidated School District
9. Richton Separate School District*

(Note: The Wayne County School District recently cleared all deficiencies on record and will be recommended to the Commission on School Accreditation on April 6, 2023, to have their accreditation status upgraded from PROBATION to ACCREDITED.)

*Denotes CAPs received after the deadline established by the Office of Accreditation.

Recommendation: Approval

Back-up material attached

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
Summary of State Board of Education Agenda Items
Consent Agenda
March 9, 2023

OFFICE OF ACCREDITATION

H. 1. Corrective Action Plan for Carroll County School District in Accordance with Accreditation Policy 2.8.1

Executive Summary

In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2022*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. The school district is required to submit a Corrective Action Plan within sixty (60) days of notification. In accordance with Policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Miss. Code Ann. § 37-17-6(11).

The Carroll County School District was assigned a PROBATION status by the Commission on School Accreditation on October 31, 2022. The district submitted the CAP to the Mississippi Department of Education by the deadline established by the Office of Accreditation. Each program office has reviewed the section(s) of the CAP applicable to its office and has approved the corrective actions and timelines provided by the school district.

The Carroll County School District currently has the following issues of noncompliance with accreditation policies and process standards on record:

- Process Standards 2 and 2.2 – Licensed Professional Staff: No More Than 5% of FTE Working Outside Area of Endorsement.
- Process Standards 4 and 4.6 – Annual Financial Audit: Compiling and Reporting Financial Data

Recommendation: Approval

Back-up material attached

Corrective Action Plan

District Name: Carroll County School District District Number: 0800 Date CAP Approved by Local School Board: 1-12-23

Standard 2: All district professional positions requiring licensed staff are filled by staff that are properly licensed and endorsed as required by state law and federal requirements of the *Elementary and Secondary Education Act (ESEA)*.

REGULATIONS: Miss. Code Ann. § 37-9-7, 7 Miss. Admin. Code Pt. 3, Ch. 80, R. 80.1, R. 80.2, *ESEA (revised as ESSA)*, and Federal Code

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The school district is noncompliant with standard 2.2 based on the personnel edit report for the 2021-2022 School Year. Four teachers were not properly certified.	The district will recruit and retain professional staff who are properly licensed in the area they are hired to teach. The district will send a licensed staff representative to attend at least two college career fairs each year.	Superintendent Principals	Travel Reimbursement, Agenda, Registration Badge	April 30, 2023
	The principals will review licenses each spring prior to creating the master schedules.	Principals	Licenses Master Schedules	May 31, 2023
	Principals will advertise and interview only candidates who are licensed in the areas where positions are available.	Principals	Job Postings Licenses Interview Schedules	August 1, 2023
	The district will hire properly licensed staff in the areas advertised.	Superintendent Principals	Board Minutes Licenses	August 1, 2023
	The MSIS clerk will review the personnel edit report for errors and percentage of teachers outside of area after months 1, 2, and 3 files have been approved.	MSIS Primary Contact	Personnel Edit Report	October 1, 2023 November 1, 2023 December 6, 2023

Please use additional sheets as needed.

Corrective Action Plan

Carroll County School District
0800
1-12-23

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	The MSIS clerk will ensure all personnel edit errors are corrected prior to approving personnel in December.	MSIS Primary Contact	Personnel Edit Report	December 6, 2023

Please use additional sheets as needed.

Corrective Action Plan

0800

District Name: Carroll County School District

District Number: _____

Date CAP Approved by Local School Board: _____

1-12-23

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Standard 2.2: The professional (certified) staff in each school shall not have more than 5% of Full Time Equivalent (FTE) units working outside of the area(s) of endorsement. This exception does not apply to:

- course codes that fall within the academic core content areas (English/Language Arts, Mathematics, Social Studies, Science, Foreign Language, and the Arts),
- Health and Physical Education teachers teaching subjects where a Carnegie Unit Credit is being awarded (See Miss. Admin. Code 7-3: 38.12, State Board Policy Chapter 38, Rule 38.12),
- Career and Technical Education courses (See Miss. Admin. Code 7-3: 92.1 State Board Policy Chapter 92, Rule 92.1),
- Driver's Education (See Miss. Code Ann. §37-25-5 and Miss. Admin. Code 7-3: 29.1, State Board Policy Chapter 29, Rule 29.1),
- federally funded special education teachers,
- alternative school teachers (See Miss. Admin. Code 7-3: 7.1, State Board Policy Chapter 7, Rule 7.1), or
- other subjects that require a specific endorsement as determined by the federal and state statute.

An appropriate license is required for superintendents, principals, librarians, guidance counselors, and speech language pathologist. Assistant principals and administrative interns who are not properly endorsed may be included in the 5% FTE working outside their area of endorsement, provided they do not act in the place of the principal.

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The school district is noncompliant with standard 2.2 based on the personnel edit report for the 2021-2022 School Year. Four teachers were not properly certified.	The district will recruit and retain professional staff who are properly licensed in the area they are hired to teach. The district will send a licensed staff representative to attend at least two college career fairs each year.	Superintendent Principals	Travel Reimbursement, Agenda, Registration Badge	April 30, 2023
	The principals will review licenses each spring prior to creating the master schedules.	Principals	Licenses Master Schedules	May 31, 2023
	Principals will advertise and interview only candidates who are licensed in the areas where positions are available.	Principals	Job Postings Licenses Interview Schedules	August 1, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: Carroll County School District District Number: 0800 Date CAP Approved by Local School Board: 1-12-23

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	The district will hire properly licensed staff in the areas advertised.	Superintendent Principals	Board Minutes Licenses	August 1, 2023
	The MSIS clerk will review the personnel edit report for errors and percentage of teachers outside of area after months 1, 2, and 3 files have been approved.	MSIS Primary Contact	Personnel Edit Report	October 1, 2023 November 1, 2023 December 6, 2023
	The MSIS clerk will ensure all personnel edit errors are corrected prior to approving personnel in December.	MSIS Primary Contact	Personnel Edit Report	December 6, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: Carroll County School District

District Number: 0800

Date CAP Approved by Local School Board: _____

Standard 4: The local school board obtains an annual financial audit of the school district, as conducted under the guidelines of the Office of the State Auditor, no later than nine months after the end of the district's fiscal year.

- 4.1: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates a fixed asset system of accountability that provides verification of fixed assets and fixed assets records.
- 4.2: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates no less than a zero fund balance (as defined by generally accepted accounting principles) for all funds of the school district.
- 4.3: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the process for distributing Educational Enhancement Fund procurement cards to all eligible teachers.
- 4.4: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates an unqualified opinion (as defined by generally accepted auditing standards) on the financial statements of the school district.
- 4.5: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the local school board has received, reviewed and discussed, as reflected in official minutes of the regularly scheduled monthly meeting, the financial reports required by state law and/or the State Board of Education.
- 4.6: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the accuracy and timely compilation and reporting of all financial data, including the year-end data provided through the Financial Exchange Transfer System (FETS), required for submission to the MS Department of Education by the fifteenth day of October, each year, in accordance with state law and/or the State Board of Education.
- 4.7: The most recent annual financial data of the school district, as submitted to the MS Department of Education, verifies a 7% fund balance of the district maintenance fund.

REGULATIONS: Miss. Code Ann. § 7-7-211(e), § 37-9-18(1-2), § 37-17-6(18), § 37-37-7(2)(e), § 37-37-13, § 37-61-8, § 37-61-19, § 37-61-21(2), § 37-61-29, § 37-61-33(3)(iii), Miss. Admin. Code 7-3: 10.1 State Board Policy Chapter 10, Rule 10.1, Miss. Admin. Code 7-3: 32.1, State Board Policy Chapter 32, Rule 32.1, Miss. Admin. Code 7-3: 71.1, State Board Policy Chapter 71, Rule 71.3, and 2 C.F.R. § 200

Corrective Action Plan

Carroll County School District District Number: 0800 Date CAP Approved by Local School Board: 80

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The FY 16 audit report indicates a violation of Standard 4.6. The district did not submit the original budget to the Board for approval and did not do a final amended budget.	The district has submitted an original budget and advertised the public budget meeting each year since the FY 16 violation. The district will continue to submit an original budget for Board approval and advertise to the public each year.	Superintendent Business Manager	Board Minutes	June 30, 2023
The FY 17 audit report indicates a violation of Standard 4.6. The district did not submit the original budget to the Board for approval and did not do a final amended budget.				
The FY 18 audit report indicates a violation of Standard 4.6. The district did not properly record all receivables for the current year, prior balances were carried over and not properly recorded. The district did not properly record accrued payroll at the end of the year to reflect the final payroll transaction.	Accounts receivable, payroll and accruals will be adjusted to reflect correct end of year balances. The Business Office Staff will implement a procedure for recording receivables, payables, and payroll liabilities at the end of each month and then again at the end of the fiscal year. An internal control system will be put in place to ensure proper balances.	Business Manager Business Staff	Budget Reports	June 30, 2023
The FY 19 audit report indicates a violation of Standard 4.6. The district did not make principal interest payments on 16th Section Loans, payroll expenditures were calculated incorrectly, payables were misstated and did not reflect correct balances.	16th section loan interest payments will be made on time, payroll and payables will be calculated correctly	Business Manager	Budget Reports	June 30, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: Carroll County School District District Number: 0800 Date CAP Approved by Local School Board: _____

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>In FY20, the audit report indicates a violation of Standard 4.6. The district had unrecorded claims payable as of June 30, 2020. The district did not review subsequent disbursements after fiscal year end and accrue unpaid claims as of June 30, 2020. The year-end financial statements were misstated for unpaid claims at June 30, 2020. An adjustment was proposed to management and made to reflect these balances on the audited financial statements.</p> <p>There was also prepaid asset for workers compensation premiums on the year-end financial statements that did not exist that caused the financial statements to be materially misstated. The year-end financial statements were materially misstated for a prepaid asset at June 30, 2020. Also, there was not enough workers compensation expense reported on the fund financial statements. An adjustment was proposed to management and made to reflect these balances on the audited financial statements.</p>	<p>Payroll and accruals will be adjusted to reflect correct end of year balances. The Business Office Staff will implement a procedure for recording receivables, payables, and payroll liabilities at the end of each month and then again at the end of the fiscal year. An internal control system will be put in place to ensure proper balances.</p>	<p>Business Manager Business Staff</p>	<p>Audit Report</p>	<p>June 30, 2023</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: Carroll County School District District Number: 0800 Date CAP Approved by Local School Board: _____

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The FY21 audit report indicates a violation of Standard 4.6. The auditor noted there were unrecorded claims payable as of June 30, 2021. The year-end financial statements were misstated for unpaid claims at June 30, 2021. An adjustment was proposed to management and made to reflect these balances on the audited financial statements.	Payroll and accruals will be adjusted to reflect correct end of year balances. The Business Office Staff will implement a procedure for recording receivables, payables, and payroll liabilities at the end of each month and then again at the end of the fiscal year. An internal control system will be put in place to ensure proper balances.	Business Manager Business Staff	Audit Report	June 30, 2023

Please use additional sheets as needed.

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
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March 9, 2023

OFFICE OF ACCREDITATION

H. 2. Corrective Action Plan for East Jasper School District in Accordance with Accreditation Policy 2.8.1

Executive Summary

In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2022*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. The school district is required to submit a Corrective Action Plan within sixty (60) days of notification. In accordance with Policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Miss. Code Ann. § 37-17-6(11).

The East Jasper School District was assigned a PROBATION status by the Commission on School Accreditation on October 31, 2022. The district submitted the CAP to the Mississippi Department of Education by the deadline established by the Office of Accreditation. Each program office has reviewed the section(s) of the CAP applicable to its office and has approved the corrective actions and timelines provided by the school district.

The East Jasper School District currently has the following issues of noncompliance with accreditation policies and process standards on record:

- Process Standards 4 and 4.1 – Annual Financial Audit: Fixed Asset System

Recommendation: Approval

Back-up material attached

Corrective Action Plan

District Name: East Jasper School District District Number: 3111 Date CAP Approved by Local School Board: 01/17/23

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Standard 4: The local school board obtains an annual financial audit of the school district, as conducted under the guidelines of the Office of the State Auditor, no later than nine months after the end of the district's fiscal year.

- 4.1: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates a fixed asset system of accountability that provides verification of fixed assets and fixed assets records.
- 4.2: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates no less than a zero fund balance (as defined by generally accepted accounting principles) for all funds of the school district.
- 4.3: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the process for distributing Educational Enhancement Fund procurement cards to all eligible teachers.
- 4.4: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates an unqualified opinion (as defined by generally accepted auditing standards) on the financial statements of the school district.
- 4.5: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the local school board has received, reviewed and discussed, as reflected in official minutes of the regularly scheduled monthly meeting, the financial reports required by state law and/or the State Board of Education.
- 4.6: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the accuracy and timely compilation and reporting of all financial data, including the year-end data provided through the Financial Exchange Transfer System (FETS), required for submission to the MS Department of Education by the fifteenth day of October, each year, in accordance with state law and/or the State Board of Education.
- 4.7: The most recent annual financial data of the school district, as submitted to the MS Department of Education, verifies a 7% fund balance of the district maintenance fund.

REGULATIONS: Miss. Code Ann. § 7-7-211(e), § 37-9-18(1-2), § 37-17-6(18), § 37-37-7(2)(e), § 37-37-13, § 37-61-8, § 37-61-19, § 37-61-21(2), § 37-61-29, § 37-61-33(3)(iii), Miss. Admin. Code 7-3: 10.1 State Board Policy Chapter 10, Rule 10.1, Miss. Admin. Code 7-3: 32.1, State Board Policy Chapter 32, Rule 32.1, Miss. Admin. Code 7-3: 71.1, State Board Policy Chapter 71, Rule 71.3, and 2 C.F.R. § 200

Please use form on next page and additional sheets as needed.

Corrective Action Plan

District Name: East Jasper School District District Number: 3111 Date CAP Approved by Local School Board: 01/17/23

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
4.1--reported as an accreditation violation for FYs 2018-2020. Repeat Finding: 2020-002, 2019-002, 2018-002. Deficiencies surrounding the control cycle of capital assets and related expenditures. The district failed to meet the threshold for capitalization on (3) items not added to the district's subsidiary records, depreciation records, and were omitted from the district's financial statements (Based on FY 2020 audit)	The district has a new fixed asset coordinator training to track fixed assets. The fixed asset coordinator is gaining a clear understanding for maintaining proper records of fixed assets. The district will review and refine policies and implement procedures and internal controls with regard to the purchase, disposal, and transfer of fixed assets by reconciling them monthly to current month additions and board approved disposals to equipment. The district will also require an bi-annual inventory of all capital assets within the district. Proper paperwork should be submitted when an asset is moved to a new location within the district and each asset should be tagged with the number assigned by the software.	Business Manager Fixed Asset Coordinator Business Manager Fixed Asset Coordinator Purchasing Clerk	Fiscal Audits Annual Fixed Asset Audits	Completed with ongoing training as offered. Completed at the beginning and ending of each school year with spot audits completed at the mid year point.

Please use additional sheets as needed.

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
Summary of State Board of Education Agenda Items
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March 9, 2023

OFFICE OF ACCREDITATION

H. 3. Corrective Action Plan for George County School District in Accordance with Accreditation Policy 2.8.1

Executive Summary

In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2022*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. The school district is required to submit a Corrective Action Plan within sixty (60) days of notification. In accordance with Policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Miss. Code Ann. § 37-17-6(11).

The George County School District was assigned a PROBATION status by the Commission on School Accreditation on October 31, 2022. The district submitted the CAP to the Mississippi Department of Education by the deadline established by the Office of Accreditation. Each program office has reviewed the section(s) of the CAP applicable to its office and has approved the corrective actions and timelines provided by the school district.

The George County School District currently has the following issues of noncompliance with accreditation policies and process standards on record:

- Process Standards 1 and 1.1 – Governance: Superintendent, Administrative Duties
- Process Standards 1 and 1.2 – Governance: School Board Policies
- Process Standards 1 and 1.3 – Governance: Local School Board
- Process Standard 2.4 – Licensed Professional Staff: Student Support Services
- Process Standards 6 and 6.1 – Residency Verification
- Process Standards 6 and 6.2 – Immunization Requirements
- Process Standard 8 – Student Records
- Process Standards 14 and 14.1 – Graduation Requirements: Minimum Carnegie Unit Requirements
- Process Standards 14 and 14.2 – Graduation Requirements: High School Exit Exams
- Process Standards 14 and 14.5 – Graduation Requirements:

Participation in Graduation Ceremonies

- Process Standards 17 and 17.4 – State and Federal Programs: Special Education
- Process Standards 17 and 17.8 – State and Federal Programs: Gifted Education
- Process Standard 22 – Alternative Education Program
- Process Standard 29 – Transportation
- Process Standard 30 – School District Facilities
- Process Standard 31 – School Safety Plan and Implementation

Recommendation: Approval

Back-up material attached

Corrective Action Plan

George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Standard 1: The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board's responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the District's accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, § 37-7-306(1-4), §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, § 37-151-5(h), and the *Federal Civil Rights Act of 1964*

1.1: The school board assigns all executive and administrative duties to the superintendent, who is properly licensed and chosen in the manner prescribed by law.

REGULATIONS: Miss. Code Ann. § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, and § 37-151-5(h)

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The (former) superintendent failed to provide effective educational leadership in key areas including the oversight and management of day-to-day operations and the effective development and implementation of District Policies	The Superintendent established Audit Meetings with every Principal and Director. At these meetings every Principal and Director were given a copy of the MS Public School Accountability Standards. The Superintendent reviewed each non-compliant standard. He also reviewed board policy and procedures.	Superintendent	Attendee Survey	July 01, 2021-Sept. 22, 2021
Examples include, but are not limited to, the following: • The (former) Superintendent failed to implement appropriate standards of	The Superintendent established Audit Meetings with every Principal and Director.	Secondary Curriculum	Attendee Survey	July 01, 2021-Sept. 22, 2022

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
governance. (See also Process Standards 1.2 and 1.3)	At these meetings every Principal and Director were given a copy of the MS Public School Accountability Standards. The Superintendent reviewed each non-compliant standard. He also reviewed board policy and procedures.	Director		
<ul style="list-style-type: none"> The (former) Superintendent failed to ensure that the District operates according to school board policies and procedures that comply with state and federal statutes and State Board of Education policies and process standards. (See also Process Standards 1.2 and 1.3) 	The Superintendent established Audit Meetings with every Principal and Director. At these meetings every Principal and Director were given a copy of the MS Public School Accountability Standards. The Superintendent reviewed each non-compliant standard. He also reviewed board policy and procedures.	Superintendent	Attendee Survey	July 01, 2021 - Sept. 22, 2021
The (former) Superintendent failed to ensure that all graduating seniors of school year 2018-2019 met all graduation requirements. (See also Process Standard 14)	The Secondary Curriculum Director met with the High School Administration and Counselors. They were given a copy of the MS Public School Accountability Standards and Accountability Standards 2020 Appendices.	Secondary Curriculum Director	PD Survey	July 28, 2021 - June 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>• The (former) Superintendent failed to ensure compliance with the Individuals with Disabilities Education Act. (See also Process Standard 17.4)</p> <p>The (former) Superintendent failed to ensure that school facilities are maintained according to standards for clean, safe, and orderly schools. (See also process Standards 30 and 31)</p>	<p>The Superintendent established Audit Meetings with every Principal and Director. At these meetings every Principal and Director were given a copy of the MS Public School Accountability Standards. The Superintendent reviewed each non-compliant standard. He also reviewed board policy and procedures.</p> <p>The Superintendent and District Administrators hold yearly Site Visits at every school. At the Site Visits District Administrators check for compliance with the MS Public School Accountability Standards and Board Policy. The following items are included in the Site Visit checks:</p> <p>Transportation Child Nutrition Safety and Security Facilities Human Resources Technology SPED TST Business Department Curriculum and Instruction</p>	<p>Superintendent</p> <p>District Administrators</p>	<p>Attendee Survey</p> <p>The Local School Leadership Team is given an opportunity at the end of the site visit to give feed back to the District Personnel</p>	<p>July 1, 2021 Sept. 22, 2021</p> <p>Spring of 2021 Fall of 2022</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The (former) Superintendent failed to ensure that all schools have a comprehensive School Safety Plan on file that has been approved by the local school board and complies with all state statutes and State Board of Education policies. (See also Process Standard 31)	<p>Cumulative Records Federal Programs School Nurse Counselors Gifted Library Career & Technical Education</p> <p>-The School Board refrains from and does not interfere in the day-to-day operations of the school district.</p> <p>-An organizational chart was created with a list of the superintendent and district administrators' responsibilities.</p>	<p>Superintendent</p> <p>Superintendent</p>	<p>Monthly board meetings</p> <p>Board Approved organizational chart of responsibilities</p>	<p>January 2020 - Current</p> <p>Board Approved July 8, 2021 June 9, 2022</p>
Based on information obtained in confidential interviews with District staff, the Board failed to assign all executive and administrative duties to the (former) superintendent. The Board routinely interferes in the day-to-day operations of the District by assigning administrative authority to individuals other than the (former) superintendent and not permitting the (former) Superintendent to perform the duties prescribed by law.	<p>-The School Board Members have attended extra trainings offered by MSBA. All 5 members and the Superintendent attended the MSBA Annual Conference in February 2021.</p> <p>Three Board Members and the Superintendent attended the Fall Leadership Conference in November 2021. Four Board Members and the Superintendent attended the MSBA Annual Conference in February 2022.</p>	School Board Members	Training Certificates of Completion	

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Specifically, Board members instructed the (former) Superintendent not to take personnel action against licensed school staff members accused of fraudulently allowing students to graduate by having other students complete work assignments and tests for them. (See also Process Standards 14)	Four Board Members and the Superintendent attended the Southern Region Leadership Conference in Aug. 2022. Two Board Members and the Superintendent attended the MSBA Fall Leadership Conference in November 2022.			Process Standard 14 will be asked to be checked for compliance in June 2023

Please use additional sheets as needed.

Corrective Action Plan

George County School District

District Name: _____ District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Standard 1: The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board's responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the District's accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, § 37-7-306(1-4), §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, § 37-151-5(h), and the *Federal Civil Rights Act of 1964*

- 1.2: 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.
- REGULATIONS: Miss. Code Ann. § 25-41-7, §§ 25-61-1 through 17, §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), and the Federal Civil Rights Act of 1964

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The (former) Superintendent and Board failed to implement policies that clearly define and ensure that the necessary plans, procedures, programs, and systems are in place to serve all students. The (former) Superintendent and Board also failed to ensure that the District operates according to school board policies and procedures that comply with state and federal statutes and State Board of Education policies and process standards. Current Board policies do not serve as the basis of operation for the District.	The board secretary established a yearly calendar for the board to review all policies. On the first of the month the board secretary emails the board members assigned sections of the policies. The board reviews them during the month. At the next regular board meeting the board will let the School Administration know if any changes to policy need to be made.	Board Secretary	All Board Policy can be viewed on the District Website	Sept. 10, 2021-February 01, 2022, Sept. 02, 2022 - March 07, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	All student handbooks have been updated with language consistent with board policy. The handbooks have been board approved and added to our website for staff, parent, and student viewing. After the handbooks were board approved they were sent to all Principals to have copies on hand for anyone that would like to have a paper copy.	Director of Operations	All Student Handbooks can be viewed on the District Website or picked up at any school.	June 1, 2021 - September 7, 2021
	All new policies are sent to the board for first and second consideration before adopted. Once the board approves the 2nd consideration of a new policy it is sent to our District Data Coordinator. She adds the adopted date and adds it to our MSBA Policy Service that is available to anyone on our website. Copies of the new policies are emailed to all principals and directors. Anyone wanting a copy of a policy can get a copy at the district office or any school.	District Data Coordinator and Secondary Curriculum Director	All Board Policy can be viewed on the district website	January 1, 2020
	Any policy that is revised is sent to the board for approval. Once the board approves the revision it is sent to our District Data Coordinator. She adds the revised date and adds it to our MSBA Policy Service that is available to anyone	District Data Coordinator and Secondary Curriculum Director	All Board Policy can be viewed on the district website	January 1, 2020

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Examples include, but are not limited to, the following:</p> <ul style="list-style-type: none"> • Ensuring implementation of appropriate standards of governance (See also Process Standards 1.2 and 1.3); • Ensuring that the District operates according to school board policies and procedures that comply with state and federal statutes and State Board of Education policies and process standards (See also Process Standards 1.2 and 1.3); • Ensuring all graduating seniors of school year 2018- 2019 met all graduation requirements (See also Process Standard 14); • Ensuring compliance with the Individuals with Disabilities Act (See also Process Standard 17.4) 	<p>on our website. Copies of the revised policy is emailed to all principals and directors. Anyone wanting a copy of a policy can get a copy at the district office or any school.</p> <p>These findings were corrected in Standard 1.1</p> <ul style="list-style-type: none"> -Policies are revised and kept current. - Annual review schedule of policies. - Student handbooks reflect language consistent with board policies. -Policies are indexed with dates of adoption. Policies can be accessed online by the public on the website. -District operates according to school board policies and procedures. <p>(See also Process Standard 14)</p> <p>(See also Process Standard 17.4)</p>	<ul style="list-style-type: none"> -Superintendent -School Board -Director of Secondary Curriculum -Data Coordinator -Principals -Superintendent 	<p>All Policies and handbooks are on the district website to view by the public. The district office has a computer available and hard copies of policies for review by public.</p>	<p>2021-ongoing each month</p> <p>Ongoing each month</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> • Ensuring that school facilities are maintained according to standards for clean, safe, and orderly schools (See also process Standards 30 and 31); and • Ensuring that all schools have a comprehensive School Safety Plan on file that has been approved by the local school board and complies with all state statutes and State Board of Education policies (See also Process Standard 31). 	<p>(See also process Standards 30 and 31)</p> <p>(See also process Standards 31)</p>			

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Standard 1: The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board's responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the District's accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, § 37-7-306(1-4), §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, § 37-151-5(h), and the Federal Civil Rights Act of 1964

- 1.3: School board members complete required basic and continuing education programs in order to effectively perform their duties in the manner prescribed by law.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, and § 37-7-306(1-4)

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The Board failed to effectively perform its duties in accordance with applicable federal and state statutes, State Board of Education Policies, and process standards.</p> <p>Examples include, but are not limited to, the following:</p> <ul style="list-style-type: none"> Ensuring implementation of appropriate standards of governance (See also Process Standards 1.2 and 1.3); procedures that comply with state and federal statutes and State Board of Education policies and process standards (See also Process Standards 1 	<p>The School Board Members have attended extra trainings offered by MSBA. All 5 members and the Superintendent attended the MSBA Annual Conference in February 2021.</p> <p>Three Board Members and the Superintendent attended the MSBA Southern Region Leadership Conference in July 2021.</p> <p>Three Board Members and the Superintendent attended the Fall Leadership Conference in November 2021.</p> <p>Four Board Members and the Superintendent attended the MSBA Annual Conference in February 2022.</p>	Board Members	Training Certificates of Completion	<p>February 16, 2021 - November 16, 2021,</p> <p>February 21, 2022</p> <p>- November 15, 2022</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>according to school board policies and procedures that comply with state and federal statutes and State Board of Education policies and process standards (See also Process Standards 1.2 and 1.3);</p> <p>• Ensuring all graduating seniors of school year 2018-2019 met all graduation requirements (See also Process Standard 14);</p> <p>• Ensuring compliance with the Individuals with Disabilities Act (See also Process Standard 17.4);</p> <p>• Ensuring that school facilities are maintained according to standards for clean, safe, and orderly schools (See also process Standards 30 and 31); and</p> <p>• Ensuring that all schools have a comprehensive School Safety Plan on file that has been approved by the local school board and complies with all state statutes and State Board of Education policies (See also Process Standard 31).</p>	<p>Four Board Members and the Superintendent attended the Southern Region Leadership Conference in Aug. 2022.</p> <p>Two Board Members and the Superintendent attended the MSBA Fall Leadership Conference in November 2022.</p> <p>These finding were corrected in Standard 1.1</p> <p>(See also Process Standard 1.2)</p> <p>(See also Process Standard 14);</p> <p>(See also Process Standard 17.4)</p> <p>(See also process Standards 30 and 31)</p> <p>(See also Process Standard 31)</p>			

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Additionally, based on information obtained in confidential interviews with District staff and observations by the MDE auditors, the MDE is concerned that the Board may be in violation of the Open Meetings Act. Specific examples include, but are not limited to the following:</p> <p>On October 21, 2019, the MDE received an email notice at 10:59 a.m. from April McDonald, attorney for the George County School District that the District would be having a special-called board meeting on October 24, 2019 at 5:30 p.m. to discuss the transition of the new superintendent. However, on October 24, 2019 at 5:55 p.m. (the night of the special-called meeting) the MDE received an email from attorney McDonald stating that the meeting had been moved to Monday at 6:00 p.m. (October 28th) due to a rescheduled ballgame and the potential for bad weather. (The notice was received 30 minutes after the meeting was to have taken place.)</p>	<p>-The School Board refrains from and does not interfere in the day-to-day operations of the school district.</p> <p>-An organizational chart was created with a list of the superintendent and district administrators' responsibilities.</p> <p>-All principals report to the Superintendent of Education and not the School Board</p> <p>-The School Board follows the Open Meetings Act. All School Board meetings are viewed by MDE through a live feed. MDE is invited to view executive sessions.</p> <p>-All school board meetings are posted prior to each monthly or special called meeting on the district website and posted on the district office front door.</p>	<p>Superintendent</p> <p>Superintendent</p> <p>Superintendent</p> <p>School Board</p>	<p>Monthly board meetings</p> <p>Board Approved organizational chart of responsibilities</p> <p>All meetings can be attended by the public and are live streamed on the GC YouTube channel</p>	<p>January 2020 - ongoing</p> <p>Board Approved July 8, 2021 June 9, 2022</p> <p>March 2020-ongoing</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The MDE received complaints from individuals that on the night of October 28, 2019 the Board did meet but the meeting was never called to order or adjourned. Rather, Board members came into the District office and went upstairs, met, and later came downstairs and left, despite individuals in attendance waiting for the public meeting to take place. Video footage of the meeting from the District's security system support the allegation. The official signed minutes from the October 28, 2019 meeting that were approved by the Board on November 5, 2019 failed to indicate any call to order or adjournment, nor do they reference any executive session, only who was present and that a "work session was held to discuss personnel matters". Video footage shows the secretary laying materials on the table but board members never even pick it up. It also appears that the door to the building may have been locked throughout the night, thus appearing to prevent anyone from being able to enter without having someone come unlock it and let them in.</p>	<p>-The School Board Members have attended extra trainings offered by MSBA. All 5 members and the Superintendent attended the MSBA Annual Conference in February 2021. Three Board Members and the Superintendent attended the MSBA Southern Region Leadership Conference in July 2021. Three Board Members and the Superintendent attended the Fall Leadership Conference in November 2021. Four Board Members and the Superintendent attended the MSBA Annual Conference in February 2022. Four Board Members and the Superintendent attended the Southern Region Leadership Conference in August 2022.</p>	<p>School Board</p>	<p>Training Certificates of Completion</p>	<p>February 16, 2021 - November 30, 2022</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District
District Number: 2000
Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>On Tuesday, November 5, 2019, two (2) MDE officials attended the George County School Board meeting. The agenda contained an item for second consideration and final approval of several policies, one (1) of which pertained to recording of board meetings. When it came time for the Board to go into executive session one of the MDE officials introduced herself and asked for permission to enter into executive session with the Board. The Board President responding yelling and pointing at the MDE official stating he was "sick of ya'll coming to our meetings and getting in our face". He then said they had already told the MDE official that they had discussed it with their attorney (who was not present for the meeting) and that they would not be letting her in the executive session. During his response he pointed at the other MDE official and started yelling and asking him was he recording the meeting saying he did not have the authority to record the meeting. Another Board member made a statement about the policy they had just approved and</p>	<p>Two Board Members and the Superintendent attended the MSBA Fall Leadership Conference in November 2022.</p>			

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>asked him did he not pay attention to their policy about recording. The Board remained in executive session over two (2) hours. When they returned from executive session, the Board President announced that no action was taken during the executive session and that they would be tabling the policy that was discussed earlier until next month to allow them to make more revisions to it. No motion was made to table it.</p> <p>A copy of the policy in question was later obtained by MDE. The policy stated that individuals can record the meetings provided that they do not disrupt the meeting in doing so or block the view of others in attendance with their recording. Based on information obtained in confidential interviews with District staff the Board prohibited the (former) superintendent from handling personnel and other matters at the high school and had the (former) high school principal report directly to the Board.</p> <p>On December 31, 2019, the Board President directed the technology coordinator to disable the email account</p>				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>of the outgoing superintendent and to forward all emails of the outgoing superintendent to the incoming superintendent. This type of directive is an administrative duty of the (incoming) superintendent, not a board member.</p>				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Standard 2.4: Student support services (appraisal, academic, and/or personal advisement, and educational and/or career planning and referral) are provided in each school by qualified student support personnel. Student support personnel may only provide those services and activities in the area(s) that each individual is specifically qualified to provide and will use only job titles that reflect same.

REGULATIONS: Miss. Code Ann. § 37-9-7, 7 Miss. Admin. Code Pt. 3, Ch. 80, R. 80.1, R. 80.2, ESEA (revised as ESSA), and Federal Code

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The following two (2) schools failed to create an advisory council: (1) Bennedale Elementary School (2) Rocky Creek Elementary School</p> <p>The following two (2) schools failed to have an annual agreement between the school counselor and principal for the 2018-2019 school year: (1) Bennedale Elementary School (2) Rocky Creek elementary School</p> <p>The following two (2) schools failed to evaluate the school counselors using the counselor growth system rubric: (1) Bennedale Elementary School (2) Rocky Creek Elementary School</p>	<p>1. The non-compliant schools shall establish an advisory council at the school level and hold quarterly scheduled meetings. An advisory council will consist of administrators, counselors, teachers, students, parents, and community members. Various topics will be discussed that cover how to best met the needs of the students and the success of the school. Examples of topics to cover may be attendance, behavior, student motivation, community involvement, etc.</p>	Phyllis McDonald	<p>1. Evidence that the schools have an established advisory council.</p> <p>2. Evidence that the schools have an annual agreement between the school counselor and principal.</p> <p>3. Evidence that counselors are evaluated using the Counselor Growth System Rubric.</p>	November 30, 2022

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
L. C. Hatcher Elementary School failed to provide support services to students.	<ol style="list-style-type: none"> 1. The school counselor shall create and maintain a professional schedule reflecting the counselor's services both scheduled for and provided to students. 2. School counselors shall meet annually with the principal to discuss the school counseling program goals and how the school counselor will deliver services to students. Using data to support decisions, the counselor and administrator will establish goals and necessary resources needed will be determined. This plan shall be documented in the Annual Agreement. 3. Every school counselor shall have a current signed annual agreement reflecting the school counseling program goals and use of time. 4. The non-compliant school shall attend a training offered by the Mississippi Department of Education on the professional growth system of counselors no later than the 2020-2021 school year. 5. The administration at the non-compliant school shall use the current counselor growth system to evaluate all counselors. Administrators will evaluate counselors each year and keep documentation. 	Phyllis McDonald	<ol style="list-style-type: none"> 1. A counselor's schedule reflecting the counselor's services both scheduled for and provides to students. 2. An annual agreement between the counselor and principal. 3. Evidence that the counselor attended professional growth training. 4. Evidence that the administration used the current counselor growth system to evaluate the counselor. 	November 30, 2022

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<p>6. The school counselors shall create and maintain a school counseling program that includes all domains and standards from the current counselor growth rubric and keep proper documentation.</p> <p>7. The District shall contact Dr. Chancey Fort, Office Director, Office of Counseling Services at CFort@mdek12.org or 601-359-3461 for technical assistance or when the District is prepared for a follow up visit to verify compliance with Process Standard 2.4.</p>	Phyllis McDonald		November 30, 2022

Please use additional sheets as needed.

Corrective Action Plan

George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Standard 6: The school district complies with state law and State Board of Education policy on enrollment requirements

6.1: Residency requirements

REGULATIONS: Miss. Code Ann. § 37-15-29 and Miss. Admin. Code 7-3: 68.1, State Board Policy Chapter 68, Rule 68.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
-Lack of valid proof of residency in records.	Training -Secretary, Registrar Training Meeting - -Secretary, Registrar, Principal, Counselor Training - -Online Tutorials for Cumulative Folders and Permanent Records Part A and Part B viewed at training. Melissa Biggs, MDE Presenter - Cumulative Record Training -Registration Procedure Training (Registrars/Principals) -End of Year Cumulative Record Training -Beginning of Year Secretaries/Registrar Training -Mississippi Cumulative Folders and Permanent Records manual of Directions disseminated and reviewed at training -Updated Policies and Procedures disseminated and reviewed at training			July 29, 2020 July 29, 2021 April 7, 2022 June 28, 2022 May 20, 2022 August 3, 2022 July 29, 2021 May 20, 2022 August 3, 2022

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022 ⁹⁸

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<p>Corrective Action</p> <ul style="list-style-type: none"> -Weekly reminders will be sent out from District Administration to target findings -All enrollments will be reviewed to ensure Proper proofs retained -All old proofs of residency are being discarded from CUM folders -Cumulative Record color coded folder system implemented - colored folders were purchased and disseminated in 2019-2020 to all schools. -Policy JBC reviewed, updated, and disseminated at trainings. Updated policy posted on social media and website. -Targeted social media and website posts will be made requesting parents submit proofs of residency -Parent contacts - phone, letters, School Status, AIM Alert calls, etc. Periodic Audit and Review -Site Visits held in 2020-2021 -Site Visits held in spring of 2022. -Site Visits held in the fall of 2022. 	<p>District Data Coordinator/MSIS Primary</p> <p>School Registrars</p> <p>School Administrators</p> <p>School Counselors</p> <p>District Level Administration</p>	<p>Schools are continuing to review individual student enrollments to ensure that they have valid proofs of residency as prescribed by our district policy.</p> <p>-Visits to schools to review progress of corrective action being implemented.</p> <p>-Internal Audits of Cumulative Records and Proofs of Residency.</p> <p>-School Site Visits will be held annually to ensure procedure and policy are being followed.</p>	<p>December 31, 2021 - ongoing</p> <p>January 31, 2023</p>

Please use additional sheets as needed.

Corrective Action Plan

George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Standard 6: The school district complies with state law and State Board of Education policy on enrollment requirements.

6.2: Immunization requirements

REGULATIONS: Miss. Code Ann. § 37-7-301(i), § 37-15-1, and § 41-23-37

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> -Records failed to verify immunization compliance. -Records failed to contain immunization information on the cumulative folder or permanent record. -Record included an immunization verification date that failed to match Form 121. -Records contained immunization dates in pencil rather than in ink. -Records failed to record immunization information. 	<ul style="list-style-type: none"> -Secretary/Registrar Training - July 29, 2020 to review enrollment procedures. -Secretary, Registrar, Principal, Counselor Training - July 29, 2021. -April 7, 2022 - Melissa Biggs, MDE Presenter - Cumulative Record Training -June 28, 2022 - Registration Procedure Training (Registrars/Principals) -May 20, 2022-End of Year Cumulative Record Training -August 3, 2022-Beginning of Year Secretaries/Registrar Training -Mississippi Cumulative Folders & Permanent Records Manual of Directions to be disseminated & reviewed at training. -Online Tutorials for Cumulative Folders and Permanent Records Part A and Part B to be viewed and reviewed at training. -Cumulative Records and Inserts will be purchased and disseminated. -Weekly reminders will be sent out from District Administration to target findings. 	<ul style="list-style-type: none"> District Data Coordinator/MSIS Primary School Registrars School Administrators School Nurses District Level Administration 	<ul style="list-style-type: none"> • Schools are continuing to review individual student enrollments to ensure that they have compliant immunization form 121 on file as prescribed by our district policy. • Schools continue to follow up with parents who have provided temporary immunization compliance forms. • Regular School audits to review cumulative records to ensure immunization is recorded properly. 	<ul style="list-style-type: none"> December 31, 2021 Spring 2021-2022 January 31, 2022

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<ul style="list-style-type: none"> -Immunization records are being corrected to be recorded in ink. -Students with temporary compliance are being contacted prior to noncompliance date. -Preliminary Immunization Compliance Reports submitted 9-16-2021. -Cumulative Record color coded folder system implemented - colored folders were purchased and disseminated in 2019-2020 to all schools. -Internal Site Visits will be held in the spring of 2021-2022 school year. -Internal Site Visits held in the fall of 2022. -Preliminary Immunization Compliance Reports submitted 9-2022. -Final Immunization Compliance Reports will be submitted on or before 12/9/2022. 		<ul style="list-style-type: none"> -Periodic internal audits will be conducted by the schools and district administration to ensure compliance. -Internal Site Visits held in the spring of 2021-2022 school year. -Internal Site Visits held in the Fall of 2022. 	

Please use additional sheets as needed.

Corrective Action Plan

George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Standard 8: Permanent records and cumulative folders for individual students contain all required data and are collected, maintained, and disseminated in compliance with state law, the Family Educational Rights and Privacy Act of 1974, and the Confidentiality Section of the Individuals with Disabilities Act, 1997 Amendments.

REGULATIONS: Miss. Code Ann. §§ 37-15-1 through 3, § 37-15-6, § 37-15-10, Appendix E of the *Mississippi Public Schools Accountability Standards, 2022*, and the *Mississippi Cumulative Folders and Permanent Records Manual of Directions*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
-Records failed to list daily attendance records. -Records failed to document enrollment and withdrawal information. -Permanent Records were paper copies rather than original records. -Records failed to contain birth certificate information and verification. -Records documented verification on the cumulative folder but not on the permanent record. -School initials were used for the birth verification rather than individual who verified. -Cumulative folders failed to match the permanent record. -Records failed to include courses taken and final grades (grade labels). -Records failed to include score reports/labels for end of course assessments or evidence the student met one of the options in lieu of passing the assessments.	Training Secretaries, Registrars, Administrators, Counselors, Teachers -Secretary, Registrar, Principal, Counselor Training. -Secretary, Registrar, Principal, Counselor Training. -Melissa Biggs, MDE Presenter - Cumulative Record Training -Registration Procedure Training (Registrars/Principals) -End of Year Cumulative Record Training -Beginning of Year Secretaries/Registrar Training -Mississippi Cumulative Folders and Permanent Records manual of Directions will be disseminated and reviewed. -Online Tutorials for Cumulative Folders and Permanent Records Part A and Part B will be viewed and reviewed at training. -Teachers will be trained by school personnel	District Data Coordinator/MSIS Primary School Registrars School Administrators District Level Administrators School Counselors	-Schools audit individual cumulative folders and make corrections that include: - Making CUM and Insert Match - Birth Cert Verification -Originals and not copies -Enrollment and withdrawals are recorded -Attendance is recorded -Parent information recorded	July 29, 2020 July 29, 2021 April 7, 2022 June 28, 2022 May 20, 2022 August 3, 2022 December 31, 2021 March, 2022 Spring 2022 January 31, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<p>Corrective Action Implemented</p> <ul style="list-style-type: none"> -Cumulative Records and Inserts to be purchased and disseminated. -Weekly reminders to be sent out from District Administration to target findings. -All cumulative records and permanent records to be reviewed and corrected to target all findings. -Cumulative Record color coded folder system implemented - colored folders were purchased and disseminated in 2019-2020 to all schools. -Records will include scores for end of course assessments or evidence the student met one of the options in lieu of passing assessments. -Records will include courses taken and final grades. Periodic Audit and Review -Site Visits held in 2020-2021. -Site Visits held in the Spring of 2022. -Site Visits held in the Fall of 2022. -Periodic internal audits of cumulative records and permanent records will be conducted to ensure records are maintained in accordance with with Mississippi Cumulative Folder and Permanent Records Manual of Directions. 		<ul style="list-style-type: none"> -District office administration will conduct periodic review of records. -School Site Visits will be held annually to ensure procedure and policy are being followed. 	

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Standard 14: The school district requires each student, in order to receive a high school diploma, to have met the requirements established by its local board of education and by the State Board of Education.

14.1: Each student receiving a standard high school diploma has earned the minimum number of Carnegie units as specified in Appendices A-1 through G. (See Appendix A) Students receiving a standard diploma may select from four (4) graduation pathways as specified by the local school district's graduation requirements.

14.1.1: Entering ninth graders in 2005-2006 and thereafter (seniors of school year 2008-2009 and later) are required to have a minimum of 21 Carnegie units as specified in Appendix A-1.

14.1.2: Entering ninth graders in 2008-2009 and thereafter (seniors of school year 2011-2012 and later) are required to have a minimum of 24 Carnegie units as specified in Appendix A-2, unless in accordance with school board policy, their parent/guardian requests to opt the student out of Appendix A-2 requirements. This student would be required to complete the graduation requirements specified in A-1.

14.1.3: Entering eleventh graders in 2010-2011 and thereafter (seniors of school year 2011-2012 and later) who chose the Career Pathway Option are required to earn the minimum graduation requirements specified in Appendix A-3.

14.1.4: Beginning in school year 2011-2012, all eighth grade students are required to have an Individualized Career and Academic Plan (iCAP) prior to exiting the eighth grade.

14.1.5: Innovative Programs

14.1.6: Early Exit Diplomas

14.2: Each student receiving a standard diploma has achieved a passing score on each of the required high school exit examinations.

14.3: Each student who has completed the secondary curriculum for special education may be issued a special diploma or certificate of completion, which states: "This student has successfully completed an Individualized Education Program."

14.4: Each student with disabilities receiving a Mississippi Occupational Diploma has successfully completed all minimum requirements established by the State Board of Education. (See Appendix G.)

14.5: The student who fails to meet the graduation requirements is not permitted to participate in the graduation exercises.

Note: Students enrolled in grades 7-12 may be awarded a Carnegie unit credit provided the course content is a Carnegie unit bearing course in the current edition of the Approved Courses for the Secondary Schools of Mississippi Manual.

REGULATIONS: Miss. Code Ann. § 37-16-7 and §§ 37-16-11(1)(2), Miss. Admin. Code 7-3: 28.2-28.3, State Board Policy Chapter 28, Rules 28.2-28.3, Miss. Admin. Code 7-3: 34.1, State Board Policy Chapter 34, Rule 34.1, Miss. Admin. Code 7-3: 36.1-36.4, State Board Policy Chapter 36, Rules 36.1-36.4, Miss. Admin. Code 7-3: 74.19, State Board Policy Chapter 74, Rule 74.19 and Appendices A-1, A-2, A-3, A-4, A-5, A-6, A-7, A-8, A-9, A-10, A-11, and G of the Mississippi Public School Accountability Standards, 2022, and 34 C.F.R. §§ 300.320(b), 300.324(c)

Please use form on next page and additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Findings 1 and 2 The MDE reviewed the records of all 270 graduating seniors at George County High School for School Year 2018 – 2019.	Findings 1 and 2	Findings 1 and 2	Findings 1 and 2	Findings 1 & 2
1. The District failed to provide documentation to verify all graduating seniors earned the minimum number of Carnegie units and/or received a passing score or met one (1) of the options in lieu of passing all four (4) end-of-course Subject Area tests.	-District administrator training with high school administrators and counselors to review MS Public School Accountability Standards and graduation requirements	-Director of Secondary Curriculum -GCHS Principal -GCHS Assistant Principals	-District training on graduation requirements with sign-in sheet, agenda, and surveys	-Completed on 7-28-2021
2. The District allowed 116 students whose records did not include the minimum number of Carnegie units required for their respective diplomas to graduate and participate in graduation exercises. (Process Standards 14.1, 14.1.1, 14.1.2, and 14.1.3)	-GCHS administration and counselors reviewed each graduating student from the class of 2020-2021 to verify students had met the minimum number of Carnegie units or had met one of the options in lieu of passing all four end-of-course Subject Area tests. Score reports and/or labels were verified in all cumulative folders	-GCHS Counselors	-Review and verification of every students' cumulative folder and insert for the class of 2020-2021, 2021-2022, and 2022-2023 -District internal audit	-Completed in August 2021, May 2022, and will be completed May 2023 -August 2021 and ongoing

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 3</p> <p>Ninety-six (96) of the 270 graduating students failed to meet Carnegie Unit requirements as a result of their receiving credit in 2015 – 2016 for Family Health (9200126) after the course code expired in 2014. (Process Standard 14.1)</p>	<p>A 4 Year Plan Individualized Schedule Plan (ISP) is reviewed annually. Counselors provide information for each grade level with their graduation requirements each year. This information is sent home for a parent signature approving the class choices of their child. Counselors use this information for course scheduling.</p> <p>-New procedures have been implemented on the ISP and the plans that are returned to counselors will be placed in students' cumulative folders at the end of each school year.</p>	<p>-GCHS Counselors</p>	<p>-Student plans</p>	<p>-March 2022 and ongoing</p>
		<p>-GCHS Counselors</p>	<p>-ISP Plans</p>	<p>-March 2022-ongoing</p>
	<p>Finding 3</p> <p>-In the accountability standards training, the team reviewed course codes to ensure the correct Contemporary Health Course Code</p>	<p>Finding 3</p> <p>-Director of Secondary Curriculum</p> <p>-GCHS Principal</p> <p>-GCHS Assistant Principal</p> <p>-GCHS Principal</p> <p>-GCHS Counselors</p>	<p>Finding 3</p> <p>-District training on graduation requirements with sign-in sheet, agenda, and surveys</p> <p>-Review and verification of every students'</p>	<p>Finding 3</p> <p>-Completed on July 28, 2021</p>
				<p>-Completed in August 2021 and is ongoing</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 4</p> <p>The District allowed three (3) students who did not pass all four (4) end-of-course Subject Area Tests or meet one (1) of the options outlined in Appendix A-5 of the Mississippi Public School Accountability Standards, 2019, in lieu of a passing score, to graduate and participate in graduation exercises. (Process Standard 14.2)</p>	<p>Finding 4</p> <p>-For the 2020-2021 and 2021-2022 graduating class all cumulative folders were checked to ensure that all students graduated had all four end-of-course subject area test score reports or labels on the outside of the cumulative folder. For students that did not pass a state test, the alternative option outlined in Appendix A-5 documentation used is noted in the cumulative folder. For students that did not have score reports, the MSIS test score report was printed and added to the cumulative folder</p>	<p>Finding 4</p> <p>-GCHS Principal</p> <p>-GCHS Assistant Principals</p> <p>-GCHS Counselors</p>	<p>cumulative folder and insert for the class of 2020-2021, 2021-2022, 2022-2023</p> <p>-Internal District Audit</p>	<p>Finding 4</p> <p>-Completed in August 2021 and ongoing</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 5 The District allowed 116 students to participate in graduation exercises without documentation to support that the students had met the minimum graduation requirements outlined in Process Standards 14.1 and 14.2. (Process Standard 14.5)</p>	<p>Finding 5 -GCHS administration and counselors reviewed each graduating student record from the class of 2020-2021 and 2021-2022 to verify students had met the minimum number of Carnegie units and/or had met one of the options in lieu of passing all four end-of-course Subject Area tests. Score reports and/or labels were verified in all cumulative folders.</p>	<p>Finding 5 -GCHS Principal -GCHS Assistant Principals -GCHS Counselors</p>	<p>Finding 5 -Review and verification of every students' cumulative folder and insert for the class of 2020-2021 -District internal audit</p>	<p>Finding 5 -completed 2021, 2022, and ongoing</p>
<p>Finding 6 The District failed to include score reports/labels for all four (4) end-of-course assessments or evidence the student met one (1) of the options in lieu of passing the assessment(s) for three (3) students. (See also Process Standard 8)</p>	<p>Finding 6 -All cumulative folders were checked to ensure that all students graduated had all four end-of-course Subject Area test score reports or labels on the outside of the cumulative folder. For students that did not pass a state test, the alternative option outlined in Appendix A-5 documentation used is noted in the cumulative folder. For students that did not have score reports, the MSIS test score report was printed and added to the cumulative folder</p>	<p>Finding 6 -GCHS Principal -GCHS Assistant Principals -GCHS Counselors</p>	<p>Finding 6 -Review and verification of every students' cumulative folder and insert for the class of 2020-2021, 2021-2022, and ongoing</p>	<p>Finding 6 -completed 2021, March 2022, and ongoing</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 7</p> <p>Optional graduation policies lack the requirement that the parent/ guardian request or sign approval for a student to opt-out of standard requirements as outlined in Appendix A-1. (Process Standards 14.1.1 and 14.1.2)</p>	<p>Finding 7</p> <p>-All students that graduated with the opt-out of standard requirements as outlined in Appendix A-1 have a parent/guardian signature on a 24-Credit Option Contract and these are found in each student's cumulative folder.</p>	<p>Finding 7</p> <p>-GCHS Assistant Principals</p> <p>-GCHS Counselors</p>	<p>Finding 7</p> <p>-Review and verification of every students' cumulative folder and insert for the class of 2020-2021, 2021-2022, and ongoing with class of 2022-2023</p>	<p>Finding 7</p> <p>- completed 2021, March 2022, and ongoing</p>
<p>Finding 8</p> <p>District Policy IHE states "Promotion and retention shall be based upon the mastery of objectives." However, information obtained through confidential interviews with staff, parents, and a student, along with other evidence including video evidence provided to the MDE, reveal a student completed a test, just days before graduation, in a credit recovery course for a senior who the District allowed to graduate in the Spring of 2019. During confidential interviews with the MDE auditors, district administrators expressed concerns that other seniors may have graduated only with the</p>	<p>Finding 8</p> <p>-Graduation Requirements and Credit Recovery Training were completed with District Administrator-Director of Secondary Curriculum, GCHS Administrators, and Counselors</p> <p>-The Assistant Principal created Credit Recovery Procedures and has conducted trainings with the Credit Recovery Facilitator</p> <p>-Policy IDCAB - Credit Recovery Program, has been revised with board approval with the Credit Recovery procedures attached</p>	<p>Finding 8</p> <p>-District Administrator</p> <p>-GCHS Principal</p> <p>-GCHS Assistant Principals</p> <p>-GCHS Counselors</p> <p>-GCHS Credit Recovery Facilitator</p>	<p>Finding 8</p> <p>-Sign-in sheets, agendas, and surveys of meeting and trainings</p> <p>-Sign-in sheets, agendas, and surveys of meeting and trainings</p> <p>-Policy IDCAB - Credit Recovery Program revised with Credit Recovery</p>	<p>Finding 8</p> <p>-District and school training was completed on July 28, 2021</p> <p>-Credit Recovery training for facilitator July 2021 and ongoing</p> <p>-Policy IDCAB revised and school board approved on July 7, 2022</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>assistance of other students who may have taken credit recovery exams for them. During the interviews district administrators revealed to MDE auditors that an internal investigation into the matter was conducted but attempts to address and stop the practice were overruled by school board members.</p> <p>Therefore, MDE auditors are concerned as to the legitimacy and fidelity of which the District has issued diplomas. (See also Process Standards 1.1, 1.2, and 1.3)</p> <p>Finding 9 Page 22 of the 2019 – 2020 high school handbook states, “George County High School students participate in the state-testing program as prescribed by the Mississippi Department of Education</p>	<p>-The Assistant Principal and Credit Recovery facilitator at GCHS closely monitors student progress in credit recovery to verify that all students are completing their assignments in the correct time frame</p> <p>- Investigations regarding Appendix C for local school personnel submitted by the former superintendent to MDE's Office of Educator Misconduct have been closed.</p>	<p>Finding 9 -GCHS Principal -GCHS Assistant Principal</p>	<p>-Credit Recovery completion contract</p> <p>Finding 9 -End of Course Testing was added to page 21 of the GCHS Student Handbook and the revision was School Board approved</p>	<p>-Policy IDCAB revised and school board approved on July 7, 2022 a</p> <p>-Ongoing each day</p> <p>Finding 9 - GCHS Student Handbook School Board approved on Sept. 7, 2021 and June 9, 2022</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>and state law. End of course tests are required in Algebra I, Biology I, English II, and US History from 1877. Passing of these tests will be a graduation requirement.” The handbook failed to reference the additional options in lieu of passing the end-of-course assessments as outlined in Appendix A-5 of the Mississippi Public School Accountability Standards, 2019 or Miss. Admin. Code 7-3: 36.5, State Board Policy Chapter 36, Rule, 36.5.</p> <p>Finding 10 District Policy IHE states “Promotion and retention shall be based upon the mastery of objectives.” However, information obtained through confidential interviews with staff, parents, and a student, along with other evidence including video evidence provided to the MDE, reveal a student completed a test, just days before graduation, in a credit recovery course for a senior who the District allowed to graduate in the Spring of 2019.</p>	<p>Finding 10 -Graduation Requirements and Credit Recovery Training were completed with District Administrator-Director of Secondary Curriculum, GCHS Administrators, Graduation Coach, and Counselors</p> <p>-GCHS Assistant Principal created Credit Recovery Procedures and has conducted trainings with the Credit Recovery Facilitator</p> <p>-GCHS Assistant Principal and facilitator</p>	<p>Finding 10 -District Administrator -GCHS Principal -GCHS Assistant Principals -GCHS Counselors -GCHS Credit Recovery Facilitator</p>	<p>Finding 10 -District training on graduation requirements with sign-in sheet, agenda, and surveys -Training documents: sign-in sheets, agendas from Credit Recovery Training</p>	<p>Finding 10 -Completed on July 28, 2021</p> <p>-Credit Recovery training for facilitator July 2021 and ongoing</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The student told MDE auditors that school administrators asked the student to take a credit recovery test to aid the senior in passing for graduation. The student told MDE auditors that he/she did not know he/she was taking a final exam for the senior. The administrators led the student to believe that he/she was tutoring the senior. Upon completion of the student helping the senior complete the test, the administrators informed the student that he/she helped the senior graduate and that without the student's assistance with the exam, the senior would not have met the requirements for graduation. Therefore, the District failed to comply with State Board Policy Chapter 36, Rule 36.3 which states: "Any Mississippi public school student shall not be awarded Carnegie Unit credit unless the core objectives identified in the Mississippi College- and Career-Readiness Standards or Mississippi Curriculum Framework have been mastered." This practice raises concerns as to the legitimacy of the District's graduation rate</p>	<p>closely monitors student progress in credit recovery to verify that all students are completing their assignments in the correct time frame</p> <p>-Policy IDCAB - Credit Recovery Program has been revised with board approval with the Credit Recovery procedures attached</p> <p>-Investigations regarding Appendix C for local school personnel submitted by the former superintendent to MDE's Office of Educator Misconduct have been closed.</p>		<p>-Policy IDCAB - Credit Recovery Program revised with Credit Recovery Procedures</p>	<p>-Policy IDCAB revised and school board approved on July 7, 2022</p> <p>-Finding cleared in Standard 21 Sept. 26 2022</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
calculations as well as their assigned performance calculation as required by Accreditation Policy 3.0 of the Mississippi Public School Accountability Standards, 2019.				

Please use additional sheets as needed.

Corrective Action Plan

George County School District

District Name: _____ District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022

Standard 17: The school district is in compliance with state and/or federal requirements for the following programs:

17.4: Special Education Individuals with Disabilities Education Act (IDEA) (20 U.S.C §§ 1400, et. seq.)

REGULATIONS: Child Find – Initial Evaluation (CFI): 34 C.F.R. §§ 300.111, 300.301, 300.304 – 300.311; Miss. Admin. Code 7-3: 74.19, State Board Policy Chapter 74, Rule 74.19, §§ 300.111, 300.301, 300.304 – 300.311

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 1 Child Find-Initial</p> <p>The MDE reviewed 59 student records, which included 6 student records in the area of Child Find-Initial (CFI), Special education records, District documents including, Teacher Support Team (TST) documentation, and interviews with District personnel indicated:</p>	<p>Finding 1 Child Find-Initial</p> <p>Provide training in Child Find identification and initial evaluations for psychometrists, speech-language therapists, Teacher Support Team Chairs, IEP Team Leaders, TST Coordinator, Behavioral Specialist, Special Education Chair, Multidisciplinary Evaluation Team</p>	<p>Finding 1</p> <p>Training provided by MDE staff</p>	<p>Finding 1</p> <p>Sign in sheets PowerPoint Presentation</p>	<p>Finding 1</p> <p>Completed 11-02-2021</p>

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 1 Child Find-Initial (cont)</p> <p>CFI-3</p> <p>34 C.F.R. § 300.304(c)(4); Miss. Admin. Code 7-3: 74.19, State Board Policy Chapter 74, Rule 74.19, §300.304(c)(4)</p> <p>One (1) of six (6) student records reviewed indicated the District failed to assess the child in all areas related to the suspected disability.</p>	<p>Reconvene MET committee to determine if additional testing is required for student 6 in which the District failed to assess the student in all areas related to the suspected disability.</p>	<p>MET Committee Psychometrist, Special Education Teacher, General Education Teacher, Agency Representative, Parent, Service Providers, Student</p>	<p>Parent Invitation, Repy, PWN</p>	<p>Completed 09/15/2021</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022 

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 2 Delivery of Services</p> <p>The MDE reviewed 59 student records, which included 59 student records in the areas of Individualized Education Program (IEP), Delivery of Services (DS), Free Appropriate Public Education (FAPE), and Least Restrictive Environment (LRE). DS-1 34 C.F.R. § 300.320(a), 300.323 (a); Miss. Admin. Code 7-3: 74.19, State Board Policy Chapter 74, Rule 74.19, §§ 300.320(a), 300.323(a) One (1) of fifty-nine (59) student records reviewed indicated the District failed to have an IEP in effect for the student.</p>	<p>Finding 2 Delivery of Service</p> <p>Develop a written plan documenting how the District will conduct self-monitored IEP reviews to evaluate IEP development, evaluate implementation, and ensure the provision of a FAPE to each student with a disability in the District.</p> <p>DS-1,DS-2,DS-3,DS-4,DS-5,DS-6,DS-7, DS-8,DS-9,DS-10,DS-11,DS-13,DS-14, DS-15,DS-16,DS-17,DS-18,DS-19,DS-20 -1,DS-20-2,DS-20-3,DS-20-4,DS-20-5, DS-20-6,DS-20-7, DS-21,DS-22</p> <p>Provide training to administrators,special education teachers, general education teachers,related service providers, behavioral specialist, case manager, special education chair regarding (cont)</p>	<p>Finding 2</p> <p>District Special Education staff including: Special Education Chair, Psychometrists, Behavioral Specialist, Case Manager</p> <p>Special Education Teachers</p>	<p>Finding 2</p> <p>Written Plan for self-monitoring IEP process</p> <p>2 trainings 1)Virtual 2)In person</p> <p>IEP on Demand Online- Documentation of completion</p>	<p>Finding 2</p> <p>Written Plan completed December 18,2021.</p> <p>#1 completed 8-3-2021 #2 completed 10-12-2021</p> <p>Completed 10-1-2021</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022
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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 2 Delivery of Services (cont) DS-2 Three (3) of fifty-nine (59) student records reviewed indicated the District failed to include all required Committee members at the IEP meetings. DS-3 2 of 59 student records reviewed indicated the District failed to ensure the IEP Committees review/revise the IEP's as appropriate to address any lack of expected progress toward the annual goals, results of any reevaluation, information about the student provided to or by parents, or the students' anticipated needs.	Finding 2 Delivery of Services (cont) FAPE and required IEP components and development of an IEP that meets the unique needs of the students in accordance with 34 C.F.R. §300.320 – 300.324; and Miss. Admin. Code 7-3: 74.19, State Board Policy Chapter 74, Rule 74.19, §300.320-300.324. Reconvene IEP Committees for all students identified in the findings to review/revise the IEPs to include all required components that will meet the unique needs of the students.	Finding 2 IEP Team Leader Special Education Teachers IEP Team Leaders Special Education Chair, Behavioral Specialist, Administrative Assistant, Psychometrists Caseload teacher, Agency Representatives, General Education teacher Administrators	Finding 2 PLC Meetings Agendas/Sign in Monthly IEP Team Leader meetings Agenda.Sign in Sheets Completion of revised IEPs that include all required Components that Meet the unique needs of the students	Finding 2 PLC meetings started 8-25-21 Ongoing IEP Team Leader meetings started 7-29-21 Ongoing February 1, 2022

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12/6/2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 2</p> <p>Delivery of Services</p> <p>DS-4</p> <p>5 of 59 student records reviewed failed to include a statement of how the students' disabilities affect their involvement and progress in general education.</p> <p>DS-5</p> <p>21 of 59 student IEP's failed to include at least 1 or more of the following components: student strengths, the concerns of the parents, results of most recent evaluations, academic needs of the students, or developmental and functional needs.</p>	<p>Finding 2</p> <p>Delivery of Services</p> <p>Strategies/Plan for Correction apply for DS-1 through DS-22 listed on page 2</p>	<p>Finding 2</p> <p>Same for DS-1 through DS-22</p>	<p>Finding 2</p> <p>Same for DS-1 through DS-22</p>	<p>Finding 2</p> <p>Same for DS-1 through DS-22</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022 95

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 2 Delivery of Services</p> <p>DS-6 3 of 59 student IEPs failed to address, if appropriate, a student whose behavior impedes the student's learning or that of others; a child with limited English proficiency; a student who is blind or visually impaired; a student who is deaf or hard of hearing; or a student's needs of assistive technology devices and services.</p> <p>DS-7 14 of 59 students' IEPs failed to address the academic areas of need of the students.</p> <p>DS-8 Eight (8) of fifty-nine (59) student IEPs failed to address the students' functional areas of need.</p>	<p>Finding 2 Delivery of Services</p> <p>Strategies/Plan for Correction apply for DS-1 through DS-22 listed on page 2</p>	<p>Finding 2 Same for DS-1 through DS-22</p>	<p>Finding 2 Same for DS-1 through DS-22</p>	<p>Finding 2 Same for DS-1 through DS-22</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District

District Number: 2000

Date CAP Approved by Local School Board: 12/6/2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 2 Delivery of Services</p> <p>DS-9 Eight (8) of fifty-nine (59) student IEPs failed to state annual goals in measurable terms.</p> <p>DS-10 Fourteen (14) of fifty-nine (59) student IEPs failed to include descriptions of how student progress toward meeting the annual goals will be measured or include periodic reports on the progress the students are making toward meeting the annual goals.</p> <p>DS-11 Eight (8) of fifty-nine (59) student IEPs failed to consider special factors.</p>				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12/6/2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 2 Delivery of Services</p> <p>DS-13 Seven (7) of fifty-nine (59) student IEPs failed to list the location, beginning/ending dates of services or duration/frequency for specially-designed instruction.</p> <p>DS-14 Ten (10) of fifty-nine (59) student IEPs failed to identify modifications to enable the students to be involved in and make progress in the general education curriculum.</p> <p>DS-15 Four (4) of fifty-nine (59) student IEPs failed to identify related services that address the needs of the students and support annual goals.</p>				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022 95

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 2 Delivery of Services</p> <p>DS-16 Five (5) of fifty-nine (59) student IEPs failed to identify the duration or frequency of related services that address the needs of the students and support annual goals.</p> <p>DS-17 Eight (8) of fifty-nine (59) student IEPs failed to include support for personnel.</p> <p>DS-18 Four (4) of fifty-nine (59) student records reviewed indicated IEP Committees failed to document the assessment determination regarding each student's participation in State-wide and District-wide assessments. Decisions made by the IEP Committees regarding the students' classification as having a Significant Cognitive Disability (SCD) were not appropriately considered or made, which impacted the assessment decision for each student.</p>				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 2 Delivery of Services</p> <p>DS-19 Four (4) of fifty-nine (59) student IEPs indicated the District failed to provide a statement of individual appropriate accommodations that are necessary to measure the academic achievement and functional performance of the student on State-wide and District-wide assessment programs.</p> <p>Transition The MDE reviewed 59 student records, which included 12 student records in the area of Delivery of Services-Transition.</p> <p>DS-20-1 Two (2) of twelve (12) student records indicated the District failed to have in place beginning not later than the first IEP to be in effect when the students turn fourteen (14), or younger, and updated annually, transition services in the IEP that will reasonably enable the students to meet their post-secondary goals.</p>	<p>Provide training to all appropriate personnel including special education teachers, regular education teachers, and related service providers to ensure students with disabilities ages 14 and older have appropriate transition plans with required components in accordance with IDEA, the IDEA's implementing regulations, and Miss Admin.Code 7-3:19, State Board Policy Chapter 74, Rule 74.19</p>	<p>Contractual Service Provider</p>	<p>Sign in sheets PowerPoint Presentation</p>	<p>December 18, 2021</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Transition DS-20-2 Four (4) of twelve (12) student records reviewed indicated the District failed to invite the students to the IEP Committee meetings where transition services were discussed.</p> <p>DS-20-3 Three (3) of twelve (12) student IEP transition service plans failed to include appropriate post-secondary goals in the areas of training, education, employment and independent living skills.</p> <p>DS-20-4 Four (4) of twelve (12) student records reviewed indicated the District failed to develop transition goals based on age-appropriate assessments.</p>	<p>Reconvene IEP Committees for all cited students with disabilities ages 14 and older identified in the findings to develop appropriate transition plans with the required components in accordance with IDEA.</p>	<p>Caseload teacher, Agency Representatives, General Education teachers, Administrators, Student, Service Providers</p>	<p>Transition Plans in IEP contain required components</p>	<p>December 18, 2021</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022 28

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Transition DS-20-5 Five (5) of twelve (12) student IEPs failed to include transition services in one (1) or more of the following areas: instruction, related services, community experiences, development of employment and other post-school adult living objectives, or acquisition of daily living skills and functional vocational evaluation that reasonably enables the students to meet their post-secondary goals.</p> <p>DS-20-6 Five (5) of twelve (12) student IEPs failed to include courses of study that reasonably enable the student(s) to meet post-secondary goals.</p>				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12/6/2022 

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Transition DS-20-7 Seven (7) of twelve (12) student records reviewed indicated there was no evidence in the IEPs of any outside agencies being invited to participate in the IEP meetings.</p> <p>DS-21 Four (4) of fifty-nine (59) student records reviewed indicated IEP Committees failed to document the consideration of placement options for students with disabilities.</p> <p>DS-22 Thirteen (13) of fifty-nine (59) student IEPs failed to include an explanation of the extent to which the students participate with non-disabled peers.</p>				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022
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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 3 FAPE-1 34 C.F.R. §§ 300.17, 300.101, 300.106(b); Miss. Admin. Code 7-3: 74.19, State Board Policy Chapter 74, Rule 74.19, §§ 300.17, 300.101, 300.106(b); and Mississippi Department of Education Office of Special Education Extended School Year (ESY) Handbook (September 2003), pp. 9-18 Forty-nine (49) of fifty-nine (59) student records indicated ESY documentation failed to include one (1) or more of the following: the students' eligibility determination, the criterion used for the students' ESY eligibility determination, or documented data to support the ESY eligibility decision.	Finding 3 FAPE-1 Provide training to administrators, special education teachers, general education teachers, related service providers, behavioral specialist, case manager, special education chair regarding provision of a FAPE to each student with a disability in accordance with each student's IEP to meet the unique needs of the student in accordance with 34 C.F.R. § 300.320 300.324; and Miss. Admin. Code 7-3: 74.19, State Board Policy Chapter 74, Rule 74.19, § 300.320-300.324.	Finding 3 MDE Staff Special Education Teachers IEP Team Leaders Special Education Teachers IEP Team Leaders Special Education Chair, Behavioral Specialist, Administrative Assistant, Psychometrist	Finding 3 2 trainings 1) Virtual 2) In person IEP on Demand Online-Documentation of completion PLC Meetings Agendas/Sign in Monthly IEP Team Leader meetings Agenda/Sign in	Finding 3 1) 8-3-2021 2) 10-12-2021 IEP on Demand completed 10-01-2021 PLC started 7-29-2021 and ongoing IEP Team Leader meeting Started 7-29-2021 and ongoing
	*New for 2022-2023 School Year Provide monthly meetings covering special education procedures to new special education teacher to the District. *The District is waiting for notification from Office of Special Education to provide documents to check for compliance	Special Education Chair, Psychometrist, Case Manager, Behavior Specialist	Monthly New Teacher Meeting Agenda/Sign In	8/25/2022 4/27/2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022 

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 4 Discipline 34 C.F.R. §§ 300.530(e)(1); 7 Miss. Admin. Code Pt. 3, Ch. 74, R. 74.19, §§ 300.530(e)(1)</p> <p>DIS-1</p> <p>One (1) of seven (7) student records indicated the District failed to conduct a Manifestation Determination Review (MDR) to determine if the conduct was caused by or had a direct and substantial relationship to the child's disability or if the conduct in question was the direct result of the District's failure to implement the IEP.</p>	<p>Finding 4</p> <p>Provide training to all appropriate personnel including administrators, special education teachers, regular education teachers, and related service providers on the appropriate procedures and circumstances for conducting a Manifestation Determination Review (MDR), conducting a Functional Behavioral Assessment (FBA), and developing a Behavior Intervention Plan (BIP) in accordance with the IDEA, the IDEA's implementing regulations, and 7 Miss. Admin. Code Pt. 3, Ch. 74, R. 74.19.</p>	<p>Finding 4</p> <p>Contractual service provider</p>	<p>Finding 4</p> <p>Sign in sheets</p> <p>PowerPoint presentation</p> <p>Agenda</p>	<p>Finding 4</p> <p>December 18, 2021</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>DIS-2 One (1) of seven (7) student records indicated the District failed to conduct a manifestation determination within 10 school days of the District's decision to change the placement of the child with a disability.</p> <p>DIS-3 One (1) of seven (7) student records indicated the District failed to conduct a manifestation determination within 10 school days of the District's decision to change the placement of the child with a disability.</p>	<p>Functional Behavior Plan will address the 4 major components.</p> <p>Develop a discipline procedure to ensure removals for special education students that violate code of conduct are reported to the Special Education District Office to determine out of school suspension rates.</p>	<p>Behavioral Specialist Special Education Chair, Behavioral Specialist, Administrators, IEP Team Leaders</p>	<p>Functional Behavior Plan with 4 components Written Procedure</p>	<p>August 3, 2021 December 18, 2021</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 4 Discipline DIS-4</p> <p>One (1) of seven (7) student records indicated the District failed to conduct a Functional Behavioral Assessment (FBA) after the student's removal from his or her current placement for 10 school days due to a violation of a code of student conduct.</p> <p>DIS-5</p> <p>One (1) of seven (7) student records indicated the Functional Behavioral Assessment (FBA) did not contain one or more of the following requirements: a) A clear description of the problematic behavior; Identification of the antecedent events, times, and situations that predict when the problem behavior will not occur. b) Identification and consequences of the problem behavior. c) Development of hypotheses and summary statements that describe the problem behavior and its functions; or d) Collection of data from a variety of sources.</p>				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12/6/2022 88

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 4 Discipline</p> <p>DIS-6 One (1) of seven (7) student records indicated the District failed to develop a Behavior Intervention Plan (BIP) following the student's removal from his or her current placement for 10 school days due to a violation of a code of student conduct.</p> <p>DIS-7 One (1) of seven (7) student records indicated the Behavior Intervention Plan (BIP) did not contain one or more of the following requirements: a) Observable and measurable description of the problem behavior; b) Identified purpose of the problem behavior as a result of the FBA;</p>				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022 

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 4 Discipline</p> <p>DIS-7 (cont)</p> <p>c) General strategy or combination of strategies for changing problem behavior;</p> <p>d) Written description of when, where, and how often the strategy will be implemented; or</p> <p>e) Consistent system for monitoring and evaluating the effectiveness of the plan.</p>				
<p>Finding 5 Fiscal Policies/Procedures</p> <p>2 C.F.R. §§ 200.318(b) - General procurement standards;</p> <p>200.326 - Contract provisions</p> <p>A review of contractual documentation from the 2017-2018 school year revealed that one (1) contract had no signature from the contractor. Although it was signed by the District, it was not dated by those signing the contract.</p>	<p>Finding 5 GCSD will develop procedures for contracts and agreements which address the required elements of contracts and agreements including the scope of services, the period of performance, legal remedies, termination clauses, and the compensation arrangements.</p>	<p>Findings 5 Special Education Chair Business Manager</p>	<p>Findings 5 The District will submit to OSE a copy of its contract template in accordance with the required components.</p>	<p>Findings 5 January 5, 2022</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Standard 17: The school district is in compliance with state and/or federal requirements for the following programs:

17.8: Gifted Education

REGULATIONS: Miss. Code Ann. §§ 37-23-171 through 181, Miss. Admin. Code 7-3: 35.1, State Board Policy Chapter 35, Rule 35.1, and Regulations for Gifted Education Programs in Mississippi and the Gifted Education Program Standards

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The District failed to use adequate funds to allow for gifted programming that meets the needs of the district's gifted students.	Provide adequate funds that shall be budgeted to allow for gifted programming that meets the needs of the district's gifted students.	Gifted Program Coordinator	SY21-22 Budget Sheet, SY 22-23 Budget Sheet/Marathon District Gifted Budget Spreadsheet/MDE Teacher Unit Allocation	Complete
The District failed to provide adequate number of gifted education teachers based on the number of identified gifted students. The District has classes of over 17 students which exceeds the recommended class size of 8-12. Therefore, the class size does not maintain the integrity of the gifted program.	Use adequate funds to allow for gifted programming that meets the needs of the districts gifted students by employing and scheduling properly endorsed staff so that all identified gifted students have equitable access to gifted programming	Gifted Program Coordinator	District Schedules Gifted Teachers' Routers/Schools/ MSIS Personnel Report Copy of Gifted Teachers' License Copies of Emails	Complete
The District failed to provide documentation of regular communication between gifted program staff and other instructional and administrative district personnel.	Provide documentation of regular communication between gifted program staff and other instructional and administrative district personnel.	Gifted Program Coordinator		

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The District failed to regularly conduct a program evaluation that confidentially solicits relevant information from students, parents, teachers, and building administrators.</p> <p>The District failed to make the results of the program evaluation available through a written report.</p>	<p>Conduct a program evaluation that solicits relevant information from all stakeholders.</p>	<p>Gifted Program Coordinator</p>	<p>Summary Report of the Gifted Program Evaluation Report Results Published on District Website-Gifted Dept. Tab</p>	<p>Complete</p>
<p>The District failed to provide documentation that gifted programming is guided by a clearly articulated mission/philosophy statement and accompanying goals and objectives.</p>	<p>Provide documentation that gifted programming is guided by a clearly articulated mission/philosophy statement and accompanying goals and objectives</p>	<p>Gifted Program Coordinator</p>	<p>District Website Gifted Department Tab Gifted Program Brochure</p>	<p>Complete</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The District failed to provide documentation that gifted program teacher(s) provides career guidance specific to the needs and interests of gifted students.	Provide documentation that gifted program teacher(s) provides career guidance specific to the needs and interests of gifted students.	Gifted Program Coordinator	Interest/need inventory information collected linked with lesson plans for support	Complete
The District failed to provide documentation that professional development materials pertaining to gifted education are available in the District.	Provide documentation that professional development materials pertaining to gifted education are available in the District.	Gifted Program Coordinator	CTE/Local business field study Professional Development Agenda Professional Development Sign-In Sheets Professional Development Evaluations	field study request form being completed with goals and objectives Complete

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The District failed to provide documentation that parents are provided information regarding characteristics of giftedness and gifted programming options offered by the District.	Provide documentation that parents are provided information regarding characteristics of giftedness and gifted programming options offered by the District.	Gifted Program Coordinator	District Website-Gifted Department Tab	Complete
The District failed to provide professional development for all personnel involved in the assessment and identification of potentially gifted students.	Provide professional development for all personnel involved in the assessment and identification of potentially gifted students.	Gifted Program Coordinator	Professional Development Agendas/Sign-In Sheets/Evaluations Emails Technical Support Log for Online RAVENS - 2 Administration	Complete
The District failed to identify gifted students according to the Regulations for Gifted Education Programs 2013.	Complete the identification of gifted children process as required by the Regulations for Gifted Education Programs 2013.	Gifted Program Coordinator	GCSD Gifted Policy Gifted Proposal District Website-Gifted Department Tab/Referral-to-Asse ssment Process Brochure	Current with Ongoing Year Round Implementation

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The District failed to maintain gifted student files appropriately. The MDE reviewed 75 of the District's 259 gifted student files.</p> <ul style="list-style-type: none"> • Eight (8) of the 75 files reviewed contained mold • Thirty-one (31) of the 75 files reviewed failed to include an objective measure as part of the referral process. • Twenty-four (24) of the 75 files reviewed cited grades as an objective referral criterion. (Grades are not an approved measure for gifted identification.) 	<p>Maintain files as required by the Regulations for Gifted Education Programs 2013.</p>	<p>Gifted Program Coordinator</p>	<p>Gifted Files</p>	<p>December 2021-Ongoing Year Round Implementation</p>

Please use additional sheets as needed.

Corrective Action Plan

George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Standard 22: The school district provides access to an alternative education program that meets the program guidelines outlined in Miss. Code Ann. § 37-13-92 and the guidelines established by the State Board of Education.

REGULATIONS: Miss. Code Ann. § 37-13-92, Miss. Admin. Code 7-3: 7.1, State Board Policy Chapter 7, Rule 7.1, and the Guidelines for Alternative/High School Equivalency School Programs

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
GCSD last board approved handbook for the alternative education program is for the 2018-2019 school year. The District provided MDE with its board approved policy for alternative education, however, the informative only indicates the District operates one alternative program. The district currently operates 2 separate alternative education programs with is not reflected in the District's board Policy or handbook.	District will update the handbook for Alternative Education listing 2 locations located at the high school and LT Taylor. District will update the Alternative School handbook which will includes but not limited to: -Gross vs. Lopez due process procedures -manifestation determination for students receiving special education services -goals of the program -placement criteria -process to ensued continuing education for students -parental and community involvement -length and time for the school day -plan for awarding credits -discipline policy -criteria for completion of Alt. education or re-entry into regular education -progress monitoring, performance measures and process for program evaluation	Director of Operations, School Administration, Special Education Coordinator	Board approved Alternative School Handbooks	December 20, 2022
The alternative education program for the elementary school students failed to comply with the requirements outlined in the Miss. Code Ann 37-1392 or State board policy in Chapter 7, Rule 7.1. Examples include but not limited to: -NO Individualized Instruction Plan's (IIPS) or Individualized Education Program				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
(IEPs) for students with special needs. -No certified teachers -No counseling -No transportation -No Character Education	Alternative School now follows the regular school day and school day times which now meet the 180 day requirement.	Director of Operations	Alternative School follows the District Academic Calendar.	Ongoing
District provided information with inconsistent start and ending times for Alternative education program. The program operates on a 4 day schedule and does not meet the 180 day requirement.	District and school has/will develop procedures for the guidance counselor to provide documentation for a student's suitability to be placed in Alternative Education.	Director of Operations, School Administration	School Administration will ensure counseling documentation is provided for placement.	August 2022
Alternative Education program Administrators failed to require verification from the guidance counselor regarding a student's suitability to be placed in alt. Education.	District now has documentation showing Alternative School teachers are certified.	Director of Operations, School Administration	Teachers certificates are available for Alternative School teachers	August 2022
Both locations of Alternative Education failed to have certified teachers providing education services to the students.				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
District failed to provide evidence to support counseling is being provided at either site to students and parents.	District has/will develop procedures showing counseling is provided for both Alternative School locations.	Director of Operations, School Administration	School Administration will check for documentation of counseling is being provided for students and parents	August 2022
Alternative Education programs failed to have IEPs on students or a process in place for the development of and IIP.	The District is developing procedures for IEPs on students and a process in place for development.	Director of Operations, School Administration	Student Alternative School Packet	August 2022
District failed to have IEPs for students with disabilities receiving educational services through the Alternative Education Program.	IEPs for students receiving services through the Alternative School programs are on file at each location in a locked cabinet.	Director of Operations, School Administration, Special Education Coordinator	Sped teachers will provide IEPs to Alt School. IEPs will be kept in Alternative School.	August 2022
District does not provide transportation to and from the Alternative Education Program.	The District no longer operates a "Twilight" Alternative program and the hours and days of the current Alternative programs are consistent with each school and the District academic calendar, therefore, students can ride the bus to and from Alternative School.	Director of Operations, School Administration	Students are allowed daily transportation to Alternative School programs.	August 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12/6/2022

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Standard 29: The school district complies with the applicable policies of the State Board of Education and state and federal laws in the operation of its transportation program. The school district implements Nathan's Law as a priority for promoting school bus safety.

- 29.1: All buses are inspected on a quarterly basis and are well-maintained and clean.
- 29.2: 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 (2) hours of in-service training per semester.
- 29.3: Bus schedules ensure arrival of all buses at their designated school sites prior to the start of the instructional day.
- 29.4: Emergency bus evacuation drills are conducted at least two (2) times each year.

REGULATIONS: Miss. Code Ann. § 37-41-53, § 63-1-33, § 63-1-73, § 63-3-615, and § 97-3-7, and Miss. Admin. Code 7-3: 81.3, 81.4, 81.6, 81.7, and 81.9, State Board Policy Chapter 81, Rule 81.3, 81.4, 81.6, 81.7, and 81.9.

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
District provided MDE auditors with an inventory listing that reflected 63 buses. However, the District provided 77 for inspection. Therefore, the district's inventory list was not up to date at the time of the audit.	The District's inventory list has been updated to reflect all buses. Transportation will review all defects and make needed repairs.	Transportation Director Transportation Mechanics	Update of inventory Internal district audit	Feb. 2023 Feb. 2023
Process Standard 29.1 Attachment B of the on-site audit report contains the detailed findings .				

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Standard 30: The school district provides clean/sanitary facilities in a safe and secure environment. All classrooms in each school will be air-conditioned.

REGULATIONS: Miss. Code Ann. § 37-7-301(c)(d)(j), §§ 37-11-5 and 49, and § 45-11-101

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Agriicola Elementary School Interior No campus map posted in main office identifying main utility shutoffs.	Label main utility shutoffs and post campus map identifying locations in main office.	Principal	Internal audit of all findings will be performed within the district. This will be the Evaluation Criteria for each finding.	October, 2021
Expired portable fire extinguishers.	Have all expired/discharged portable fire extinguishers inspected, tested, and tagged.	Maintenance		October, 2021
Expired boiler.	Post updated boiler certificates near equipment.	Maintenance		Awaiting MSDH Certificate Estimated Dec 2022
Main Front Hall Second means of egress windows were Unlabeled.	Verify that all second means of egress windows are labeled and kept unobstructed.	Principal		October, 2021
Electrical extension cord being used as a permanent power source in Room 102.	Install a permanent power source where electrical extension cords are being used.	Maintenance		October, 2021
Curtains covering classroom second means of egress windows.	Remove curtains/paper from all second means of egress windows.	Maintenance		October, 2021
Inoperable lights in several rooms.	Replace inoperable lights where needed.	Maintenance		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Damaged outlet covers in Room 107 and Room 109.	Replace damaged outlet covers in Room 107 and Room 109.	Maintenance		October, 2021
No evacuation map posted in Room 106.	Verify evacuation maps are posted.	Principal		October, 2021
Unprotected lights in the server room in Room 108.	Provide covers for all unprotected lights.	Maintenance		October, 2021
String lights were being used in Room 111.	Remove light strings from use in classrooms.	Principal		October, 2021
Misplaced ceiling tiles in the restrooms in Room 111 and Room 115.	Replace all misplaced ceiling tiles.	Maintenance		October, 2021
Unprotected lights in the Speech office.	Provide covers for all unprotected lights.	Maintenance		October, 2021
No Ground Fault Circuit Interrupter (GFCI) type receptacle on the water fountain.	Install GFCI type receptacles where needed.	Maintenance		October, 2021
Additional emergency lights needed.	Install emergency lighting where needed.	Maintenance		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Discharged portable fire extinguishers in the dining area.	Provide portable fire extinguishers where needed.	Maintenance		October, 2021
No portable fire extinguisher in the stage area.	Provide portable fire extinguishers where needed.	Maintenance		October, 2021
No seating capacity posted.	Post seating capacity.	Child Nutrition		October, 2021
No evacuation maps posted.	Post evacuation maps.	Child Nutrition		October, 2021
Inoperable lighted exit signs.	Repair or replace lighted exit signs.	Maintenance		October, 2021
No emergency lighting.	Install emergency lighting where needed.	Maintenance		October, 2021
No Type K portable fire extinguisher in the cooking area.	Provide a Type K portable fire extinguisher in the kitchen.	Child Nutrition		October, 2021
No fire safety training for the kitchen Staff.	Provide fire safety training for kitchen staff.	Child Nutrition		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Short Hall Building Curtains covering classroom second means of egress windows.	Remove curtains/paper from all second means of egress windows.	Principal		October, 2021
Second means of egress windows were Unlabeled.	Second means of egress windows are labeled and kept unobstructed.	Principal		October, 2021
No Ground Fault Circuit Interrupter (GFCI) type receptacle on the water Fountain.	Install GFCI type receptacles where needed.	Maintenance		October, 2021
Expired hot water heater certificate	Post certificates near equipment.	Maintenance		Awaiting MSDH Certificate Estimated Dec 2022
Trouble code on the fire alarm panel	Have the fire alarm system inspected and repaired to clear trouble codes.	Contractor		February, 2022
Open blanks in the electrical panel near the fire alarm panel.	Provide covers for all open blanks in electrical panels.	Maintenance		October, 2021
Inoperable lighted exit signs.	Install lighted exit signs.	Maintenance		October, 2021
Portable Classroom No lighted exit signs in portable classroom 136.	Install lighted exit signs in portable classroom 136.	Maintenance		October, 2021
No smoke detector in portable classroom 136.	Install smoke detectors in portable classroom 136.	Maintenance		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Inoperable emergency lighting in portable classroom 136.	Repair or replace all inoperable/damaged emergency lights.	Maintenance		October, 2021
No portable fire extinguisher in portable classroom 136.	Install fire extinguisher.	Maintenance		October, 2021
Unprotected lights in the restroom in portable classroom 136.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Library Inoperable exit signs.	Install exit signs.	Maintenance		October, 2021
Inoperable emergency lighting.	Repair emergency lighting where needed.	Maintenance		October, 2021
Long Hall Inoperable water fountains.	Repair or replace all inoperable water fountains.	Maintenance		October, 2021
No Ground Fault Circuit Interrupter (GFCI) type receptacle on the water Fountains.	Install GFCI type receptacles where needed.	Maintenance		October, 2021
Curtains covering classroom second means of egress windows.	Remove curtains/paper from all second means of egress windows.	Principal		October, 2021
Power strip plugged into a power strip in Room 125.	Verify all power strips plug directly into a permanent power source.	Principal		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Unprotected lights in the custodian's closet.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Inoperable exit signs.	Replace or repair exit sign.	Maintenance		October, 2021
Books stored within 18" of the ceiling in book room.	Remove books within 18" of the ceiling.	Principal		October, 2021
Gymnasium Building No evacuation map posted in Room 118.	Post evacuation map	Principal		October, 2021
Exposed wires on a light fixture in dressing room.	Provide covers for all exposed wires.	Maintenance		October, 2021
Cluttered dressing room being used for Storage.	Remove clutter from dressing room in the gymnasium building.	Principal		October, 2021
Unprotected 220-volt electrical outlet on an air conditioner in the dressing area/storage.	Provide covers for all unprotected electrical outlets.	Maintenance		October, 2021
Chirping smoke detector in the dressing area/storage indicating a possible low battery or non-working detector.	Repair or replace smoke detector in the dressing room in the gymnasium building.	Maintenance		October, 2021
No seating capacity posted in the Gymnasium.	Post seating capacity.	Principal		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Inoperable emergency lighting in the Gymnasium.	Repair emergency lighting.	Maintenance		October, 2021
Damaged exit sign above the Southeast exit door.	Replace exit sign.	Maintenance		October, 2021
Inoperable water fountains by the stage area.	Repair or replace water fountain.	Maintenance		October, 2021
No Ground Fault Circuit Interrupter (GFCI) type receptacle on the water Fountains.	Install GFCI receptacle.	Maintenance		October, 2021
No portable fire extinguisher in the stage area.	Install fire extinguisher.	Maintenance		October, 2021
No portable fire extinguishers on the playing surface.	Install fire extinguisher.	Maintenance		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Bennedale Elementary School Exterior Main utility shutoffs were not identified by signage.	Label main utility shutoffs and post campus map identifying locations in main office.	Maintenance		October, 2021
Unprotected light on portable classroom.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Interior Fire alarm system in trouble mode.	Have the fire alarm system inspected and repaired to clear trouble code.	Contractor		February, 2022
Halls Inoperable emergency lights in halls.	Repair or replace all inoperable emergency lights.	Maintenance		October, 2021
Classrooms Curtains covering classroom second means of egress windows.	Remove all curtains/paper from second means of egress windows.	Principal		October, 2021
Roof leaks in Room 205 and Room 307.	Repair roof leaks.	Maintenance		October, 2021
Electrical extension cord being used in Room 305.	Use a permanent power source where electrical extension cords are being used.	Principal		October, 2021
Roof leak in portable classroom.	Repair roof leaks.	Maintenance		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Gymnasium Inoperable emergency lights.	Repair emergency lighting.	Maintenance		October, 2021
Unprotected light on the southeast wall.	Cover all unprotected lights.	Maintenance		October, 2021
Seating capacity not posted.	Post seating capacity in the gymnasium and dining areas.	Principal		October, 2021
Kitchen No Type K fire extinguisher in cooking Area.	Provide a Type K portable fire extinguisher in the kitchen.	Child Nutrition		October, 2021
Kitchen staff had not had fire safety Training.	Provide fire safety training for kitchen staff.	Child Nutrition		October, 2021
Inoperable emergency lights in dining Area.	Repair emergency lights.	Maintenance		October, 2021
No portable fire extinguisher in dining and stage areas.	Provide portable fire extinguishers where needed.	Maintenance		October, 2021
Seating capacity not posted.	Post seating capacity in the gymnasium and dining areas.	Principal		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Central Elementary School Exterior Main utility shutoffs were not identified by signage.	Label main utility shutoffs and post campus map identifying locations in main office.	Principal		October, 2021
Unprotected light on gym breezeway. Interior	Provide covers for all unprotected lights.	Maintenance		October, 2021
Interior No campus map posted in main office identifying main utility shutoffs.	Label main utility shutoffs and post campus map identifying locations in main office.	Principal		October, 2021
Halls Inoperable emergency lights in halls.	Repair or replace all inoperable emergency lights.	Maintenance		October, 2021
No emergency lights in red hall.	Install emergency lighting where needed.	Maintenance		October, 2021
Obstructed south exit door on the green Hall.	Remove obstruction from green hall South exit doorway.	Principal		October, 2021
Missing door closer on the green hall West exit door.	Install door closers on West green hall exit door.	Maintenance		October, 2021
Electrical extension cord being used for permanent power source in red hall.	Use a permanent power source where electrical extension cords are being used.	Principal		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Classrooms Obstructed second means of egress windows in several rooms.	Verify that all second means of egress windows are labeled and kept unobstructed.	Principal		October, 2021
Curtains covering second means of egress windows in several rooms.	Remove curtains/paper from all second means of egress windows.	Principal		October, 2021
Unprotected lights in Room 13.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Electrical extension cord being used for permanent power source in Rooms 12, 21, 22, 26, and D-26.	Use a permanent power source where electrical extension cords are being used.	Principal		October, 2021
Unprotected electrical outlet on the east wall in the library.	Provide covers on all unprotected electrical outlets.	Maintenance		October, 2021
No portable fire extinguisher in the library.	Provide portable fire extinguishers where needed.	Maintenance		October, 2021
Restrooms Inoperable urinal in green boys' restroom.	Repair or replace all inoperable restroom fixtures.	Maintenance		October, 2021
Unprotected light in green boys' restroom.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Unprotected light in Room D-26 restroom.	Provide covers for all unprotected lights.	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Kitchen Kitchen staff had not had fire safety training.	Provide fire safety training for kitchen staff.	Child Nutrition		October, 2021
Unprotected lights in food storage area.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Inoperable emergency/exit lights in dining area.	Repair or replace all inoperable lighted exit signs	Maintenance		October, 2021
No portable fire extinguisher in dining.	Provide portable fire extinguishers where needed.	Maintenance		October, 2021
Seating capacity not posted	Post seating capacity in the gym and dining areas	Principal		October, 2021
Gymnasium No emergency lighting.	Install emergency lighting where needed.	Maintenance		October, 2021
No evacuation maps posted.	Post evacuation maps in gymnasium.	Principal		October, 2021
No seating capacity posted.	Post seating capacity in the gym and dining areas.	Principal		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Pre-K Building Unprotected lights.	Provide covers for all unprotected lights.	Maintenance		October, 2021
No portable fire extinguisher.	Provide portable fire extinguishers where needed.	Maintenance		October, 2021
L. C. Hatcher Elementary School Exterior Unsecured electrical A/C panels.	Secure exterior A/C electrical panels.	Maintenance		October, 2021
No visitor parking signs.	Post visitor signs	Principal		October, 2021
No handicap parking signs.	Post handicap signs	Principal		October, 2021
Main utility shutoffs were unlabeled.	Label shutoffs	Principal		October, 2021
Interior Trouble code on fire alarm panel in the main office.	Fire alarm system inspected.	Contractor		February, 2022
No campus map posted in main office identifying main utility shutoffs.	Post campus map	Principal		October, 2022

Please use additional sheets as needed.

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District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Main Hall No Ground Fault Circuit Interrupter (GFCI) type receptacle on the water fountain by main office.	Install GFCI receptacle	Maintenance		October, 2021
Inoperable lighted exit signs.	Repair or replace exit sign.	Maintenance		October, 2021
Inoperable emergency lighting.	Repair emergency lighting.	Maintenance		October, 2021
Power strips plugged into power strips in Room 108.	Use permanent power source	Principal		October, 2021
Pre-K Building Inoperable lighted exit sign.	Repair or replace exit sign.	Maintenance		October, 2021
Electrical extension cord being used as a permanent power source in the Pre-K Classroom.	Use a permanent power source.	Principal		October, 2021
Cafeteria Building Inoperable emergency lighting.	Repair or replace emergency lighting.	Maintenance.		October, 2021
Missing lighted exit signs.	Install exit sign.	Maintenance		October, 2021
No panic hardware on the exit doors.	Install panic hardware	Maintenance		October, 2022

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Expired boiler certificate.	Post certificate	Child Nutrition		Awaiting MSDH Certificate Estimated Dec 2022
No fire safety training for the kitchen Staff.	Provide fire safety training to staff.	Child Nutrition		October, 2021
Seating capacity not posted.	Post seating capacity in the cafeteria.	Principal		October, 2021
Evacuation maps not posted.	Post evacuation maps in the cafeteria.	Principal		October, 2021
Kindergarten Hall Inoperable lighted exit signs.	Repair exit signs.	Maintenance		October, 2021
No Ground Fault Circuit Interrupter (GFCI) type receptacle on the water Fountains.	Install GFCI receptacle	Maintenance		October, 2021
Curtains covering classroom second means of egress windows.	Remove curtains/paper from all second means of egress windows.	Principal		October, 2021
Inoperable emergency lighting.	Repair emergency lighting.	Maintenance		October, 2021
Unprotected electrical outlet on the northwall of Room 3.	Provide covers on all unprotected electrical outlets.	Maintenance		October, 2021
Unprotected lights in classroom restrooms.	Provide covers for all unprotected lights.	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Padlock on exit door leading into main building.	Remove padlocks from all exit doors.	Maintenance		October, 2021
Gymnasium	Remove old stored equipment.	Principal		October, 2021
No seating capacity posted.	Post seating capacity.	Principal		October, 2021
No evacuation maps posted.	Post evacuation maps	Principal		October, 2021
No portable fire extinguishers on the playing surface.	Provide portable fire extinguishers where needed.	Maintenance		October, 2021
Inoperable lighted exit signs.	Repair exit signs	Maintenance		October, 2021
Inoperable emergency lighting.	Repair emergency lighting	Maintenance		October, 2021
No panic hardware on exit doors.	Install panic hardware.	Maintenance		October, 2022
Padlocks on exit doors.	Remove padlocks from doors	Principal		October, 2021
Playground	Remove padlocks from doors	Principal		October, 2021
Insufficient fall surfacing material.	Install fall surfacing material	Principal		October, 2021
First and Second Grade Hall	Remove obstruction from egress door.	Principal		October, 2021
Second means of egress door obstructed in Room 117.				

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Missing room number sign on Room 117.	Replace missing room number in Room 117.	Principal		October, 2021
No Ground Fault Circuit Interrupter (GFCI) type receptacle on the water fountains.	Install GFCI receptacle	Maintenance		October, 2021
Curtains covering classroom second means of egress windows.	Remove curtains.	Principal		October, 2021
Paper/artwork covered more than 20 percent of classroom walls.	Verify that no more than 20 percent of classroom walls are covered with paper.	Principal		October, 2021
String lights used in room 121.	Remove light strings from use in classrooms.	Principal		October, 2021
Inoperable lighted exit signs.	Repair exit signs	Maintenance		October, 2021
Front Hall Curtains covering classroom second means of egress windows.	Remove curtains.	Principal		October, 2021
Auditorium Inoperable lighted exit signs.	Repair exit signs	Maintenance		October, 2021
No emergency lighting.	Install emergency lighting.	Maintenance		October, 2021
No seating capacity posted.	Post seating capacity	Principal		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
No evacuation maps posted.	Post evacuation maps	Principal		October, 2021
Additional portable fire extinguisher needed in the seating area.	Install fire extinguisher	Maintenance		October, 2021
No portable fire extinguisher in the stage area.	Install fire extinguisher	Maintenance		October, 2021
Rocky Creek Elementary School Exterior Main utility shutoffs were not identified by signage.	Label main utility shutoffs and post campus map identifying locations in main office.	Principal		October, 2021
Unsecured A/C panels.	Secure exterior A/C electrical panels.	Maintenance		October, 2021
Interior No campus map posted in main office identifying main utility shutoffs.	Post campus map identifying locations in main office.	Principal		October, 2021
Auditorium No emergency lights.	Install emergency lights where needed.	Maintenance		October, 2021
No seating capacity posted.	Post seating capacity	Principal		October, 2021
No evacuation maps posted.	Post evacuation maps	Principal		October, 2021
No portable fire extinguisher.	Install portable fire extinguishers	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
No fire extinguisher in stage area.	Install portable fire extinguishers	Maintenance		October, 2021
Unprotected lights in the stage area.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Seating Capacity not posted	Post seating capacity.	Principal		October 2021
Halls				
No GFI on hall water fountains.	Install GFCI type receptacles where needed.	Maintenance		October, 2021
Unprotected lights in back hall rest room.	Install cover for lights	Maintenance		October, 2021
No emergency lights in upper hall.	Install emergency lights			
Classrooms				
Obstructed second means of egress windows in several rooms.	Verify that all second means of egress windows are labeled and kept unobstructed.	Principal		October, 2021
Curtains covering second means of egress windows in several rooms.	Remove curtains/paper from all second means of egress windows.	Principal		October, 2021
Expired fire extinguisher in library.	Replace old fire extinguisher in library.	Maintenance		October, 2021
Unprotected lights in Room B-23.	Install cover for lights	Maintenance		October, 2021
Electrical extension cord being used for permanent power source in several Rooms.	Install a permanent power source where electrical extension cords are being used.	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Kindergarten Building No emergency lights in hall.	Install emergency Lights.	Maintenance		October, 2021
Computer Building No emergency lights in back hall.	Install emergency lights.	Maintenance		October, 2021
No second means of egress in Room D-39.	Provide a second means of egress in Room D-39.	Principal		October, 2021
Kitchen Discharged Type K fire extinguisher.	Install Type K portable fire extinguisher	Child Nutrition		October, 2021
Kitchen staff had not had fire safety Training.	Provide fire safety training for kitchen staff.	Child Nutrition		October, 2021
Unprotected lights in cooking area.	Cover lights.	Maintenance		October, 2021
Electrical extension cord being used for permanent power source next to South exit door.	Use only permanent power source.	Principal		October, 2021
No portable fire extinguisher in dining. Seating capacity not posted.	Install fire extinguisher	Maintenance		October, 2021
Gymnasium Unprotected lights in foyer area.	Cover lights.	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
L. T. Taylor Intermediate School Exterior Unsecured exterior A/C electrical panels.	Secure all exterior electrical A/C panels.	Maintenance		October, 2021
Main utility shutoffs were not labeled.	Label main utility shutoffs	Principal		October, 2021
Interior Trouble code on the fire alarm panel in main office.	Have fire alarm system inspected and repaired	Contractor		October, 2021
Sixth Grade Hall Inoperable exit sign at the main entrance.	Repair or replace exit signs.	Maintenance		October, 2021
Unprotected lights in boys restroom.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Unprotected lights in girls restroom.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Classroom windows did not meet Life Safety Code for use as a second means of egress.	Modify window in each classroom to meet Life Safety Code.	Principal		October, 2021
Curtains covering second means of egress windows.	Remove curtains.	Principal		October, 2021
No emergency lighting.	Install emergency lighting.	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
No Ground Fault Circuit Interrupter (GFCI) type receptacles on the water Fountain.	Install GFCI type receptacles where needed.	Maintenance		October, 2021
L. T. Taylor Intermediate School cont. Third and Fourth Grade Hall No Ground Fault Circuit Interrupter (GFCI) type receptacles on the water Fountains.	Install GFCI type receptacles where needed.	Maintenance		October, 2021
Classroom windows did not meet Life Safety Code for use as a second means of Egress.	Modify window in each classroom where needed to meet Life Safety Code.	Principal		October, 2021
Electrical extension cord being used as a permanent power source in Room 105.	Install a permanent power source where electrical extension cords are being used.	Maintenance		October, 2021
Curtains covering second means of egress windows.	Remove all curtains/paper from second means of egress windows.	Principal		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Gymnasium				
No seating capacity posted.	Post seating capacity.	Principal		October, 2021
No evacuation maps posted.	Post evacuation maps	Principal		October, 2021
No emergency lighting.	Install emergency lighting	Maintenance		October, 2021
Additional portable fire extinguisher needed on the playing surface.	Install fire extinguisher	Maintenance		October, 2021
No portable fire extinguisher in the stage Area.	Install fire extinguisher	Maintenance		October, 2021
No panic hardware on the southwest exit door.	Install panic hardware	Maintenance		October, 2022
No second means of egress in the gymnasium computer lab 2.	Second means of egress identified and is visible with all curtains/paper removed.	Principal		October, 2021
Portable Classroom Emergency lighting inoperable in counselor's room.	Install emergency lighting where needed.	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Fifth Grade Hall Classroom windows did not meet Life Safety Code for use as a second means of Egress.	Modify to meet Life Safety code.	Maintenance		October, 2021
Electrical extension cord being used as a permanent power source in Room 115.	Install a permanent power source where electrical extension cords are being used.	Maintenance		October, 2021
Cafeteria No Type K portable fire extinguisher in the kitchen.	Install K portable fire extinguisher	Child Nutrition		October, 2021
No fire safety training for the kitchen Staff.	Provide fire safety training	Child Nutrition		October, 2021
No panic hardware in the dining area.	Install panic hardware where needed.	Maintenance		October, 2022
No lighted exit signs in the dining area.	Install exit signs.	Maintenance		October, 2021
No emergency lighting in the dining area.	Repair or replace all inoperable emergency lights.	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
No seating capacity posted.	Post seating capacity	Principal		October, 2021
No evacuation maps posted	Post evacuation maps	Principal		October, 2021
George County Middle School Exterior Main utility shutoffs were not identified by signage.	Label main utility shutoffs	Principal		October, 2021
Unsecured exterior A/C electrical panels.	Secure all exterior electrical A/C panels.	Maintenance		October, 2021
Interior Inoperable exit sign at front entrance	Repair or replace all damaged/inoperable exit signs.	Maintenance		October, 2021
No campus map in main office identifying main utility shutoffs.	Post campus map	Principal		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Seventh Grade Hall Unprotected light in the men's faculty restroom.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Unprotected light in women's faculty restroom.	Provide covers for all unprotected lights	Maintenance		October, 2021
Electrical extension cord being used as a permanent power source in Rooms 1, 2, 3, 4, and 5.	Install a permanent power source where electrical extension cords are being used.	Maintenance		October, 2021
Several rooms using light strings for Decorations.	Remove light strings from use in classrooms.	Principal		October, 2021
Inoperable water fountain by janitor's closet.	Repair or replace all inoperable water fountains.	Maintenance		October, 2021
Curtains covering second means of egress windows.	Remove all curtains from second means of egress windows.	Principal		October, 2021
Unprotected electrical outlet in Room 3.	Provide covers for all unprotected electrical outlets.	Maintenance		October, 2021
Missing lighted exit signs.	Install exit sign	Maintenance		October, 2021
Inoperable exit sign by Room 59.	Repair or replace exit sign	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Star/Spirit Hall Several rooms using light strings for Decorations.	Remove string lights	Principal		October, 2021
Curtains covering second means of egress windows.	Remove curtains.	Principal		October, 2021
No evacuation map posted in Room 12 and Room 55.	Post evacuation map	Principal		October, 2021
Electrical extension cords being used as a permanent power source in Rooms 56, 16, and 20.	Must use permanent power.	Principal		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Inoperable emergency light outside Room 56	Repair emergency light	Maintenance		October, 2021
Room 16 had more than 20% of walls covered with paper and cloth.	Remove excessive paper/artwork from classroom walls.	Principal		October, 2021
Power strips plugged into power strips in Rooms 15, 16, and 18.	Verify all power strips plug directly into a permanent power source.	Principal		October, 2021
Several rooms using light strings for Decorations.	Remove string lighting.	Principal		October, 2021
Inoperable/missing exit signs.	Install exit signs.	Maintenance		October, 2021
No Ground Fault Circuit Interrupter (GFCI) type receptacles on the water Fountains.	Install GFCI type receptacles where needed.	Maintenance		October, 2021
Unprotected electrical outlet on the east wall of Room 22.	Cover electrical outlet	Maintenance		October, 2021,
Second means of egress window not labeled in Room 12.	Verify that all second means of egress windows are labeled	Principal		October, 2021
Obstructed second means of egress window in Room 11.	Remove obstruction from egress windows.	Principal		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Main Hall Missing blank in the janitors closet electrical panel by the boys' restroom.	Provide covers for all open blanks in electrical panels.	Maintenance		October, 2021
Missing Ceiling tile in the boys' restroom.	Replace all missing/damaged ceiling tiles where needed.	Maintenance		October, 2021
Cafeteria Missing lighted exit signs.	Install exit signs	Maintenance		October, 2021
No evacuation maps posted.	Post evacuation maps.	Principal		October, 2021
Additional portable fire extinguisher needed in the dining area.	Provide portable fire extinguishers where needed.	Maintenance		October, 2021
Boiler certificate was expired.	Post updated boiler certificates near equipment.	Principal		Awaiting MSDH Certificate Estimated Dec 2022
Open blanks in the dry goods electrical panel.	Cover blanks in electrical panel.	Maintenance		October, 2021
No fire safety training for the kitchen Staff.	Provide fire safety training for kitchen staff.	Child Nutrition		October, 2021
Open blanks in the storage area electrical panel.	Cover blanks in electrical panel.	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
No Type K portable fire extinguisher in the kitchen.	Provide a Type K portable fire extinguisher in the kitchen.	Child Nutrition		October, 2021
Emergency lighting needed in the dining area.	Install emergency lighting where needed.	Maintenance		October, 2021
Eighth Grade Hall No portable fire extinguisher in the library.	Install fire extinguisher	Maintenance		October, 2021
Damaged door closer on the library door.	Repair or replace all missing/damaged door closers.	Maintenance		October, 2021
Curtains covering second means of egress windows.	Remove curtains	Principal		October, 2021
Electrical extension cords being used as a permanent power source in Rooms 29, 34, 36, 37, and 38.	Plug in permanent power source	Principal		October, 2021
Goods stored within 18" of ceiling in the storage room in Room 29.	Remove storage within 18" of ceiling	Principal		October, 2021
Loose light cover in the boys' restroom.	Secure light cover	Maintenance		October, 2021
Several rooms were using light strings for decorations.	Remove string lighting	Principal		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Power strip plugged into a power strip in Room 33.	Plug in permanent power source	Principal		October, 2021
Technology Building Unprotected lights in The District Technology office.	Cover unprotected lights.	Maintenance		October, 2021
No emergency lighting.	Install emergency lighting.	Maintenance		October, 2021
Windows did not meet life safety code for use as a second means of egress in Room 47 and Room 48.	Modify one (1) window to meet Life Safety Code for use as a second means of egress.	Principal		October, 2021
No second means of egress in Rooms 47, 48, TP5, and 52.	Provide a second means of egress in Rooms 47, 48, TP5, and 52.	Principal		October, 2021
Expired portable fire extinguishers in Room 51 and Room 52.	Have all out of date portable fire extinguishers inspected, tested, and tagged.	Maintenance		October, 2021
Loose electrical outlet in Room 52.	Secure electrical outlet in Room 52.	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Field House Unprotected lights.	Provide cover for unprotected light.	Maintenance		October, 2021
No Ground Fault Circuit Interrupter (GFCI) type receptacles on the water fountains.	Install GFCI receptacles.	Maintenance		October, 2021
No emergency lighting. No lighted exit signs.	Install emergency lighting. Install exit signs.	Maintenance Maintenance		October, 2021 October, 2021
No portable fire extinguishers.	Install fire extinguishers	Maintenance		October, 2021
Unprotected light switch by the north exit door.	Cover light switch	Maintenance		October, 2021
Exit doors had padlocks.	Remove padlocks from all exit doors.	Principal		October, 2021
Gymnasium Building No Ground Fault Circuit Interrupter (GFCI) type receptacles on the water Fountains.	Install GFCI	Maintenance		October, 2021
Loose light cover in the boys' restroom	Tighten cover	Maintenance		October, 2021
Damaged door closers on boys' and girls' restrooms.	Repair damaged door closers	Maintenance		October, 2021

Please use additional sheets as needed.

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Inoperable emergency light in the Gymnasium lobby.	Repair emergency lights	Maintenance		October, 2021
Slide locks on exit doors.	Remove slide locks from all exit doors.	Maintenance		October, 2021
Second means of egress windows not labeled in the classrooms.	Label egress windows.	Principal		October, 2021
Unprotected electrical outlets in the north classroom.	Cover electrical outlets.	Maintenance		October, 2021
Curtains covering second means of egress windows.	Remove curtains	Principal		October, 2021
Expired portable fire extinguisher in the art room.	Install fire extinguisher	Maintenance		October, 2021
Locked northwest exit doors in the gymnasium.	Unlock exit doors	Principal		October, 2021
Damaged emergency lighting in the Gymnasium.	Repair or replace emergency lighting	Maintenance		October, 2021
Damaged exit signs in the gymnasium.	Install exit signs	Maintenance		October, 2021
Locked southwest exit doors in the Gymnasium.	Unlock exit doors	Principal		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

112

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Damaged ceiling in the boys' basketball dressing room.	Replace ceiling tile	Maintenance		October, 2021
Unprotected electrical outlet in the equipment storage area.	Cover electrical outlet	Maintenance		October, 2021
Inoperable water fountain outside the Boys' basketball dressing room.	Repair water fountain	Maintenance		October, 2021
Unprotected electrical outlet outside the boys' basketball dressing room.	Cover electrical outlet	Maintenance		October, 2021
No portable fire extinguisher in the stage area.	Install fire extinguisher	Maintenance		October, 2021
Additional portable fire extinguishers needed on the playing surface.	Install fire extinguisher	Maintenance		October, 2021
New Technology Building Inoperable exit/emergency lights.	Install exit/ emergency lights.	Maintenance		October, 2021
Classroom windows were not labeled for use as a second means of egress.	Label egress windows	Principal		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District **District Number:** 2000 **Date CAP Approved by Local School Board:** 12-6-2022

113

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
George County High School Exterior Main utility shutoffs were not labeled.	Label main utility shutoffs	Principal		October, 2021
Interior Expired portable fire extinguisher in the library technology lab.	Have all expired portable fire extinguishers inspected.	Maintenance		October, 2021
No portable fire extinguisher in the main Library.	Provide portable fire extinguishers where needed.	Maintenance		October, 2021
No lighted exit signs in the West Hall.	Install lighted exit signs where needed.	Maintenance		October, 2021
Inoperable emergency lights on the South Hall.	Repair or replace all inoperable emergency lights.	Maintenance		October, 2021
Inoperable water fountains outside Room 18 and Room 19.	Repair or replace all inoperable water fountains.	Maintenance		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

114

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Damaged exit sign by the CTE Hall.	Repair or replace exit signs.	Maintenance		October, 2021
Inoperable light over the sinks in the boys' restroom outside room 32.	Replace all inoperable lights.	Maintenance		October, 2021
Inoperable water fountains outside Room 35 and Room 36.	Repair or replace water fountains.	Maintenance		October, 2021
Unprotected fluorescent lights in the nurses' office restroom.	Provide covers for all unprotected lights.	Maintenance		October, 2021
Expired boiler certificate in the mechanical closet by the gymnasium.	Post updated boiler certificates near equipment.	Principal		Awaiting MSDH Certificate Estimated Dec 2022
Unsecured mechanical closet door by the Gymnasium.	Verify all custodian closets are kept secured.	Principal		October, 2021
Classrooms Missing electrical strip covers in Room 3.	Replace missing electrical strip covers in Room 3.	Maintenance		October, 2021
Several rooms had curtains covering their second means of egress windows.	Remove all curtains/paper from second means of egress windows.	Principal		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

115

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Electrical extension cords being used as a permanent power source in Rooms 2, 4, 5, 7, 12, 17, 301, Welding classrooms 37, and 44.	Install a permanent power source where electrical extension cords are being used.	Maintenance		October, 2021
Several second means of egress windows were not labeled.	Label egress windows	Principal		October, 2021
Several rooms using light strings for Decorations.	Remove light strings	Principal		October, 2021
Unprotected light in Room 10.	Cover light.	Maintenance		October, 2021
Room 16 and Room 18 had water seeping in under the walls.	Inspect and repair water seepage problem in Room 16 and Room 18.	Maintenance		
Unprotected electrical outlet in Room 301.	Provide covers for all unprotected electrical outlets.	Maintenance		October, 2021
No chemical inventory for Room 22 and Room 30.	Provide a chemical inventory for Room 22 and Room 30.	Principal		October, 2021
Gas shutoff not labeled in Room 30.	Label gas shutoff in Room 30.	Principal		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

116

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Red Building Unprotected lights in CTE Room 5.	Cover lights	Maintenance		October, 2021
Inoperable exit sign in the Forestry Classroom.	Install exit sign	Maintenance		October, 2021
Exit/emergency lights inoperable.	Repair or install exit and emergency lights.	Maintenance		October, 2021
No Ground Fault Circuit Interrupter (GFCI) receptacle on the water fountain.	Install GFCI type receptacles where needed.	Maintenance		October, 2021
Culinary Kitchen Inoperable emergency light.	Install emergency light	Maintenance		October, 2021
Inoperable exit sign.	Install exit sign	Maintenance		October, 2021
Intercom speaker was hanging by its wires.	Secure intercom speaker in the Culinary Kitchen.	Maintenance		October, 2021
Unprotected fluorescent lights in the cooking area.	Cover fluorescent lights.	Maintenance		October, 2021
No Type K portable fire extinguisher in the cooking area.	Provide a Type K portable fire extinguisher.	Maintenance		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Drama Building Expired portable fire extinguisher in the Drama classroom.	Repair or replace fire extinguisher.	Maintenance		October, 2021
Gymnasium Inoperable lights over the sinks in the lobby boys' restroom.	Repair or replace lights.	Maintenance		October, 2021
No evacuation map posted.	Post evacuation maps	Principal		October, 2021
No seating capacity posted.	Post seating capacity	Principal		October, 2021
Emergency lights were inoperable.	Repair or replace lights.	Maintenance		October, 2021
No portable fire extinguisher on the playing surface.	Install fire extinguisher	Maintenance		October, 2021
Unprotected electrical outlet in the visitor dressing room.	Cover electrical outlet	Maintenance		October, 2021
Panic hardware missing on the west exit Door.	Repair or replace panic hardware	Maintenance		October, 2022
Pad lock on the southeast exit door.	Remove pad lock	Principal		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

118

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Band Hall No portable fire extinguisher.	Install fire extinguisher	Maintenance		October, 2021
Cafetorium No fire safety training for staff.	Train staff	Child Nutrition		October, 2021
No Type K fire extinguisher in cooking Area.	Install Type K fire extinguisher	Child Nutrition		October, 2021
No portable fire extinguisher in the dining area.	Install fire extinguisher	Maintenance		October, 2021
Expired fire extinguisher in the stage area.	Repair or replace fire extinguisher	Maintenance		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

119

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Football Field House Unsecured exterior A/C electrical panels.	Secure A/C panels	Maintenance		October, 2021
Unprotected lights.	Cover Lights	Maintenance		October, 2021
Electrical extension cord being used as a permanent power source in the weight room.	Plug to permanent power source	Principal		October, 2021
No GFCI receptacle on the water fountain in the weight room.	Install GFCI receptacle	Maintenance		October, 2021
No portable fire extinguisher in the weight room.	Install fire extinguisher	Maintenance		October, 2021
No panic hardware on the exit doors. Softball Field House	Install panic hardware	Maintenance		October, 2021
No portable fire extinguisher.	Install fire extinguisher	Maintenance		October, 2021
Soccer/Baseball Weight Room Unprotected lights.	Cover lights	Maintenance		October, 2021
Broken mirrors.	Remove broken mirrors	Principal		October, 2021
No portable fire extinguisher.	Install Fire extinguisher	Maintenance		October, 2021

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

120

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Exposed hot water heater in the restroom.	Cover hot water heater	Maintenance		October, 2021
Inoperable water fountain.	Repair or replace water fountain	Maintenance		October, 2021
No portable fire extinguisher.	Install fire extinguisher	Maintenance		October, 2021
Baseball Field House No portable fire extinguisher.	Install fire extinguisher	Maintenance		October, 2021
Open blank in the electrical panel.	Cover electrical panel	Maintenance		October, 2021
	An internal audit will be performed beginning on November 7, 2022 to ensure the corrective action is complete on the findings from the audit. Once this is completed, MDE will be contacted to clear this portion.			

Please use additional sheets as needed.

Corrective Action Plan

District Name: George County School District District Number: 2000 Date CAP Approved by Local School Board: 12-6-2022

Standard 31: The district complies with State Board Policies and State and Federal laws to provide Safe Schools. Each school has a Comprehensive School Safety Plan on file that has been approved annually by the local school board.

REGULATIONS: Miss. Code Ann. § 37-3-81, § 37-3-82, § 37-3-83, § 37-7-321, § 37-11-5, § 37-11-29, § 37-11-53, § 37-11-67, § 37-11-69, the *Mississippi School Safety Manual*, and the *MDE Occupational Safety and Crisis Response Planning Manual*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
District failed to provide documentation of required emergency evacuation drills for all schools.	School Safety plans are on file at all schools in the office and at the district office which include: 2 evacuations locations and maps, 2 reunification locations with maps, Provisions for Fire/explosion, tornado/ inclement weather, bomb threat/Lockdown/Active shooter, earthquake, internal/external hazardous materials, and threats unique to the location of the school.	Director of Operation School Administration	Review of each school's safety plan yearly.	December 20, 2022
District failed to provide primary and secondary family reunification points and primary or alternate evacuation areas in the Comprehensive School Safety Plans.	District will update the Comprehensive School Safety Plans to include primary and secondary family reunification points and primary or alternate evacuation areas.	Director of Operation	Reunification maps with locations.	December 20, 2022
District failed to provide a Memorandum or Understanding (MOU) with local law enforcement agencies regarding law enforcement within the district.	MOU has been Board Approved for the 2021-2022	Director of Operation Chief Of Police	Yearly board approved MOU on file. Certifications on file of training attended.	December 20, 2022

Please use additional sheets as needed.

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
Summary of State Board of Education Agenda Items
Consent Agenda
March 9, 2023

OFFICE OF ACCREDITATION

H. 4. Corrective Action Plan for Hazlehurst City School District in Accordance with Accreditation Policy 2.8.1

Executive Summary

In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2022*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. The school district is required to submit a Corrective Action Plan within sixty (60) days of notification. In accordance with Policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Miss. Code Ann. § 37-17-6(11).

The Hazlehurst City School District was assigned a PROBATION status by the Commission on School Accreditation on October 31, 2022. The district submitted the CAP to the Mississippi Department of Education by the deadline established by the Office of Accreditation. Each program office has reviewed the section(s) of the CAP applicable to its office and has approved the corrective actions and timelines provided by the school district.

The Hazlehurst City School District currently has the following issues of noncompliance with accreditation policies and process standards on record:

- Process Standards 1 and 1.2 – Governance: School Board Policies
- Process Standard 8 – Student Records
- Process Standards 14 and 14.1 – Graduation Requirements: Minimum Carnegie Unit Requirements
- Process Standards 14 and 14.2 – Graduation Requirements: High School Exit Exams
- Process Standards 14 and 14.5 – Graduation Requirements: Participation in Graduation Ceremonies
- Process Standard – 17.4 State and Federal Programs: Special Education Programs
- Process Standard 25 – Course Preparations

Recommendation: Approval

Back-up material attached

Corrective Action Plan

District Name: Hazlehurst City School District

District Number: 1520

Date CAP Approved by Local School Board: 1/13/23

123

Standard 1: The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board's responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the District's accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, § 37-7-306(1-4), §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, § 37-151-5(h), and the *Federal Civil Rights Act of 1964*

1.2: 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.

REGULATIONS: Miss. Code Ann. § 25-41-7, §§ 25-61-1 through 17, §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), and the *Federal Civil Rights Act of 1964*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Board policies do not serve as the basis of operation for the district.	The HCSD has adopted all board policies to serve as the basis of operation. HCSD Board of Trustees review board policies each month as listed on the Board Policy Review Calendar. As policies are revised, updates are provided on the district website.	Board Members Superintendent Board Clerk	Board Policy Review Calendar Work Session Board Agendas District Website	May 3, 2018 - June 2023 (ongoing)
Some board policies are published and referenced in the student handbook, but the same process is not implemented in the personnel handbook.	HCSD has developed student handbooks as well as personnel handbook for the school district that clearly communicates approved school board policy to staff, students, and parents/guardians. These handbooks are created annually.	Superintendent Board Clerk	Board Approved Student & Personnel Handbooks disseminated to students/parents and faculty.	September 6, 2018 October 4, 2018 July 2019 August 2019 June 2023 (ongoing)

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District District Number: 1520 Date CAP Approved by Local School Board: 1/13/23

124

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
There is no structured process in place for reviewing, revising, and rescinding policies. Based on a review of board minutes and interviews, policies are dealt with on an as needed basis. None of the policies adopted by the Board in 2014 have been placed in the District's policy manual.	HCSD Board of Trustees has established a systematic process for reviewing and revising school board policies. Policies are reviewed each month as listed on the Board Policy Review Calendar. When policy revisions are approved, changes are communicated to all school district staff through district website and email. Parents are alerted of updates through Active Instant Messenger (AIM).	Superintendent Board Members	Board Policy Review Calendar Work Session Agendas and Minutes District Websites Email (Policy Updates)	July 2018 - June 2023 (ongoing)
The District is not implementing its Public Comment Policy (BCAF) appropriately. Individuals or organizations are put on the agenda under Public Comments when they should be listed as an agenda item. Sometime action by the board is required and it would be inappropriate to limit their presentation to three minutes as required by the Public Comment Policy.	HCSD has ensured Board Policy BCAF is implemented. The district reviews all school district publications to ensure that all statements are clearly written and consistent with approved school board policy. If the general public requires more than (3) minutes and possibly require board action, the Board of Trustees follow the process outlined in Policy BCBI, which ensures individuals or organizations are listed as an agenda item.	Superintendent Board Members Board Clerk	Board Policy BCAF Board Agendas Public Comment Sign-in Sheet Board Minutes	June 29, 2018 - June 2023 (ongoing)

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District

District Number: 1520

Date CAP Approved by Local School Board: 1/13/23

125

Standard 8: Permanent records and cumulative folders for individual students contain all required data and are collected, maintained, and disseminated in compliance with state law, the Family Educational Rights and Privacy Act of 1974, and the Confidentiality Section of the Individuals with Disabilities Act, 1997 Amendments.

REGULATIONS: Miss. Code Ann. §§ 37-15-1 through 3, § 37-15-6, § 37-15-10, Appendix E of the *Mississippi Public Schools Accountability Standards, 2022*, and the *Mississippi Cumulative Folders and Permanent Records Manual of Directions*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>While an immunization Form 121 was located in folders at all schools, as students received an updated Form 121 the dates were not recorded on either the cumulative folder or the permanent record.</p> <p>*Hazlehurst Elementary School - Sample 37 of 796</p> <p>-Mother's name was not on one cumulative folder</p> <p>*Hazlehurst Middle School - Sample of 20 of 297</p> <p>-None of the records had indicated that the student had transferred from the elementary to the middle school. Until this year, the two schools have been a K-8 school so that information will have to be added.</p> <p>-One student's name was incomplete on records</p> <p>-One record had an incorrect birth</p>	<p>After the training with MDE on cumulative folders all members of the district's leadership team will carefully review all folders for incomplete documentation and will make the necessary corrections identified during the on-site visit.</p> <p>Counselors will review each folder to ensure completion for accurate documentation. A transcript analysis will be conducted by the counselor and/or the designated personnel at each school.</p> <p>Counselors and/or designated personnel will request the records from the previous school of the student.</p>	<p>Counselors</p> <p>Records Clerks</p> <p>Principals</p> <p>Assistant Principals</p>	<p>Each counselor will utilize the checklist titled "Required Information for Cumulative and Permanent Records" to complete the record review process and will assist by the record clerks. Additionally, each principal will periodically conduct a quarterly audit to ensure organization and completion of the cumulative folders.</p>	<p>Done Quarterly</p> <p>December 2018</p> <p>March 2019</p> <p>August 2019</p> <p>June 2023</p> <p>(Present & ongoing)</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District District Number: 1520 Date CAP Approved by Local School Board: 1/13/23

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>certificate.</p> <p>-One permanent record had no initials verifying birth information</p> <p>-One father's name was not on birth certificate but was on cumulative and permanent records.</p> <p>-One record indicated the wrong state of birth.</p> <p>-Six records showed incomplete parents' names as compared to the birth certificate.</p> <p>Hazlehurst High School - Sample of 39 of 496</p> <p>-Records had stickers that overlapped the space to record immunizations.</p> <p>-One senior graduated (2014-15), had a non-passing grade with 0.0 credit for a course but when counting total credits for the year a credit was counted.</p>	<p>After the training with MDE on cumulative folders all members of the district's leadership team will carefully review all folders for incomplete documentation and will make the necessary corrections identified during the on-site visit.</p> <p>Counselors will review each folder to ensure completion for accurate documentation. A transcript analysis will be conducted by the counselor and/or the designated personnel at each school.</p> <p>Each site's principal will conduct an integrity check each nine weeks for cumulative folders of returning and students new to the school.</p>	<p>Counselors</p> <p>Records Clerks</p> <p>Principals</p> <p>Assistant Principals</p>	<p>Each counselor will utilize the checklist titled "Required Information for Cumulative and Permanent Records" to complete the record review process and will assist by the record clerks. Additionally, each principal will periodically conduct a quarterly audit to ensure organization and completion of the cumulative folders.</p>	<p>Done quarterly</p> <p>December 2018</p> <p>March 2019</p> <p>August 2019</p> <p>June 2023</p> <p>(Present & ongoing)</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District

District Number: 1520

Date CAP Approved by Local School Board: 1/13/23

Standard 14: The school district requires each student, in order to receive a high school diploma, to have met the requirements established by its local board of education and by the State Board of Education.

14.1: Each student receiving a standard high school diploma has earned the minimum number of Carnegie units as specified in Appendices A-1 through G. (See Appendix A) Students receiving a standard diploma may select from four (4) graduation pathways as specified by the local school district's graduation requirements.

14.1.1: Entering ninth graders in 2005-2006 and thereafter (seniors of school year 2008-2009 and later) are required to have a minimum of 21 Carnegie units as specified in Appendix A-1.

14.1.2: Entering ninth graders in 2008-2009 and thereafter (seniors of school year 2011-2012 and later) are required to have a minimum of 24 Carnegie units as specified in Appendix A-2, unless in accordance with school board policy, their parent/guardian requests to opt the student out of Appendix A-2 requirements. This student would be required to complete the graduation requirements specified in A-1.

14.1.3: Entering eleventh graders in 2010-2011 and thereafter (seniors of school year 2011-2012 and later) who chose the Career Pathway Option are required to earn the minimum graduation requirements specified in Appendix A-3.

14.1.4: Beginning in school year 2011-2012, all eighth grade students are required to have an Individualized Career and Academic Plan (iCAP) prior to exiting the eighth grade.

14.1.5: Innovative Programs

14.1.6: Early Exit Diplomas

14.2: Each student receiving a standard diploma has achieved a passing score on each of the required high school exit examinations.

14.3: Each student who has completed the secondary curriculum for special education may be issued a special diploma or certificate of completion, which states: "This student has successfully completed an Individualized Education Program."

14.4: Each student with disabilities receiving a Mississippi Occupational Diploma has successfully completed all minimum requirements established by the State Board of Education. (See Appendix G.)

14.5: The student who fails to meet the graduation requirements is not permitted to participate in the graduation exercises.

Note: Students enrolled in grades 7-12 may be awarded a Carnegie unit credit provided the course content is a Carnegie unit bearing course in the current edition of the Approved Courses for the Secondary Schools of Mississippi Manual.

REGULATIONS: Miss. Code Ann. § 37-16-7 and §§ 37-16-11(1)(2), Miss. Admin. Code 7-3: 28.2-28.3, State Board Policy Chapter 28, Rules 28.2-28.3, Miss. Admin. Code 7-3: 34.1, State Board Policy Chapter 34, Rule 34.1, Miss. Admin. Code 7-3: 36.1-36.4, State Board Policy Chapter 36, Rules 36.1-36.4, Miss. Admin. Code 7-3: 74.19, State Board Policy Chapter 74, Rule 74.19 and Appendices A-1, A-2, A-3, A-4, A-5, A-6, A-7, A-8, A-9, A-10, A-11, and G of the Mississippi Public School Accountability Standards, 2022 and 34 C.F.R. §§ 300.320(b), 300.324(c)

Please use form on next page and additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District **District Number:** 1520 **Date CAP Approved by Local School Board:** 1/13/23

128

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Documentation is needed to support and confirm that each student receiving a standard high school diploma has earned the minimum number of Carnegie units	HCSD Board of Trustees has reviewed and revised the district graduation policy to reflect all options for graduation. The HCSD high school and principal has created checklist to ensure that all students that will exit HCSD have met all of the requirements as established by the local board and the State Board of Education.	HCSD Board of Trustees Superintendent HCSD High School Principal Counselor	HCSD high school principal and counselor will perform quarterly audits of each student scheduled for graduation to ensure all necessary requirements are met.	November 2019-June 2023 (Present & ongoing)
Evidence should be strengthened to verify that the student who fails to meet the graduation requirements is not permitted to participate in the graduation exercises.	HCSD high school principal and counselor will comply with the quarterly audits of the student checklist regarding graduation requirements. HCSD principal and counselor will meet with all students scheduled for graduation to confirm or deny graduation privileges prior to the start of graduation exercises. Any student that does not meet the requirements will not be allowed to participate in the graduation exercises.	HCSD high school principal and counselor	Audits should be done throughout the year on all students scheduled to graduate.	November 2019-June 2023 (present & ongoing)

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District District Number: 1520 Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Documentation is needed to support and confirm that each student receiving a standard diploma has achieved a passing score on each of the required high school exit examinations.	HCSD high school principal and counselor has created checklist to ensure that all students scheduled to exit HCSD have met all of the requirements as established by the local board and the State Board of Education. Each cohort of students are closely monitored for missing state assessment scores and are offered alternate routes of satisfying this requirement such as completion by means of achieving adequate scores on ACT, ASVAB, Work Keys, etc. Each student is also evaluated according to the concordance table for the year the assessment was taken.	HCSD High School Principal Counselor	HCSD high school principal and counselor will perform quarterly audits of each student scheduled for graduation to ensure all necessary requirements are met. HCSD high school principal and counselor will also have checklist forms for all students enrolled at HHS and will monitor students as they take exits examinations.	November 2019-June 2023 (Present & ongoing)

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District District Number: 1520 Date CAP Approved by Local School Board: 1/13/23

130

Standard 17: The school district is in compliance with state and/or federal requirements for the following programs:

17.4: Special Education Individuals with Disabilities Education Act (IDEA) (20 U.S.C §§ 1400, et. seq.)

REGULATIONS: Child Find – Initial Evaluation (CFI): 34 C.F.R. §§ 300.111, 300.301, 300.304 – 300.311; 7 Miss. Admin. Code Pt. 3, Ch. 74, R. 74.19, §§ 300.111, 300.301, 300.304 – 300.311

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The evaluation team reviewed two (2) student records identified through a random selection (Prong 2) in the area of Child Find in order to review implementation of Child Find Procedures in accordance with 34 C.F.R. 300.301 and Chapter 74, Rule 74.19. A review of special education records, district documents indicated following:				
CFI-4 One (1) of two (2) student records reviewed indicated the district failed to hold a MET meeting within 14 calendar days of receiving a written parent request. (Student 25)	Upon review of (Student 25) IEP file, there was a parent request from 8/30/2012. Further review of (Student 25) IEP file provided evidence of a parent written request for a MET meeting. The MET meeting was scheduled for 9/4/2012 at 11:00 a.m.; the parent gave consent for an initial evaluation on 9/04/2012. (Student 25) received an initial comprehensive evaluation ruling on 11/02/2012 where the	Superintendent, Special Programs Director, Child Find Coordinator	Copies of the written parent request, parent invitation response form Child Find/MET Committee Meeting, Parent Invitation Response Form, Receipt of Procedural	Within 30 days (March 2018-April 2018), The Child Find Coordinator submitted the appropriate documentation as evidence to OSE.

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District District Number: 1520 Date CAP Approved by Local School Board: 1/13/23

131

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Note: This corrective action will require a review of random files (Prong 2) in order to verify implementation. The OSE will request randomly selected files for review through a desk audit.	student was eligible for OHI: ADD/ADHD & L.I. (Student 25) latest comprehensive reevaluation was conducted on 11/2/2015 to determine appropriate eligibility. The most appropriate eligibility for (Student 25) is OHI: ADD/ADHD. (Student 25) upcoming three-year reevaluation will be conducted before or by 11/2/2018.		Safeguard documentation, Consent form and Determination of Eligibility report will be submitted to the OSE.	
	The Child Find Coordinator will submit the appropriate documentation as evidence to OSE.	Child Find Coordinator	Child find/ Eligibility File Review Checklist	Within 90 days 2018), The Child Find Coordinator reviewed each initial IEP file (2016-2017) & (2017-2018) for the purpose of clarifying eligibility timelines.

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District District Number: 1520 Date CAP Approved by Local School Board: 12/16/21

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Delivery of Services/Free Appropriate Public Education/Least Restrictive Environment (FAPE/LRE). Reconvene the IEP Committees to revise IEP's with all required components to meet the unique needs of the students in accordance with Mississippi Department of Education (MDE) policy 74.19.	Utilize MDE Sponsored Technical Assistance Training in IEP development and implementation in the following areas: IEP Present Level of Academic Achievement Functioning Performance (PLAAFP) IEP IMPACT STATEMENT IEP SPECIAL CONSIDERATIONS IEP ACADEMIC AREAS IEP BEHAVIORAL NEEDS IEP FUNCTIONAL AREA NEEDS IEP DEVELOPING BASELINE DATA IEP DEVELOPING MEASURABLE GOALS/ SHORT TERM INSTRUCTIONAL OBJECTIVES	Superintendent Special Programs Director Special Education Teachers General Education Teachers Therapists Counselor Administrators	Sign-in Sheets of the specific professional development; PowerPoint Presentation of the specific professional development; Agenda of the specific professional development	Within 90 days (March 2018- May 2018) the district provided professional development to special education teachers and appropriate staff regarding the development and implementation of IEP's and in accordance with MDE policy 74.19. June 2023 (Present & ongoing)

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District District Number: 1520 Date CAP Approved by Local School Board: 12/16/21

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>DS-2</p> <p>One of twenty five student records reviewed indicated the PLAAFPs did not provide detailed and targeted summaries of current daily academic, behavior and functional performance. Baseline data was not provided for developing measurable goals.</p> <p>(Student 25)</p>	<p>(Student 25): Reconvene IEP meetings to revise PLAAFP statements to provide detailed summaries of current daily academic, behavior and functional performance in order to meet the student's individual needs in accordance with MDE policy 74.19.</p>	<p>Special Education Teachers</p> <p>General Education Teachers</p> <p>Therapists</p> <p>Administrators</p>	<p>Parent Invitation & Written Notice</p> <p>Documentation; Review/Revised</p> <p>Completed IEP's</p>	<p>Within 30 days</p> <p>(March 2018-April 2018), the district reconvened IEP meetings to revise PLAAFP statements in accordance with MDE policy 74.19.</p>
	<p>Utilize MDE Sponsored Technical Assistance Training in IEP development and implementation in accordance with MDE Policy 74.19</p>	<p>Special Education Teachers</p> <p>General Education Teachers</p> <p>Therapists</p> <p>Administrators & Appropriate Staff members</p>	<p>Powerpoint</p> <p>Presentation of the specific professional development; Sign-in sheets of the specific professional development; Agendas of the specific professional development</p>	<p>Within 90 days</p> <p>(March 2018- May 2018) the district provided professional development to special education teachers and appropriate staff regarding the development and implementation of IEP's findings</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District District Number: 1520 Date CAP Approved by Local School Board: 12/16/21

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
DS-3 Two of twenty five student records reviewed indicated the IEP's did not include statements of how the disability affects student involvement and progress in the general education curriculum. (Students 12 & 25)	(Student 12 & 25): Reconvene IEP meetings to revise the PLAAFP statements to indicate how the disability affects student involvement and progress in the general education curriculum in order to meet the requirements of the student's individual needs in accordance with MDE policy.	Special Education Teachers General Education Teachers Therapists Administrators	Parent Invitation & Written Notice Documentation; Review/Revised Completed IEP's	Within 30 days (March 2018-April 2018), the district reconvened IEP meetings to revise the PLAAFP statements; Parents concerns; academic areas in accordance with MDE Policy 74.19.
DS-4 Two of the twenty five student records reviewed indicated the IEP's did not include concerns of the parents. (Student 22 & 25)	(Student 22 & 25): Reconvene IEP meeting to address parent concerns in order to meet the requirements of the student's individual needs in accordance with MDE policy.	Special Education Teachers General Education Teachers Therapists Administrators	Parent Invitation & Written Notice Documentation; Review/Revised Completed IEP's	
DS-5 Seven of the twenty five student records reviewed indicated the IEP's did not address the academic areas of need for the students. (Students 7, 9, 12, 18, 19, 21 & 25)	(Students 7, 9, 12, 18, 19, 21 & 25): Reconvene IEP meetings to address academic areas of need in order to meet the requirements of the student's individual needs in accordance with MDE policy. (STIO's)	Special Education Teachers General Education Teachers Therapists Administrators	Parent Invitation & Written Notice Documentation; Review/Revised Completed IEP's	
	IEP EXTENDED SCHOOL YEAR (ESY)			

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District District Number: 1520 Date CAP Approved by Local School Board: 12/16/21

135

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
DS-6 (Student 25) One (1) of twenty-five (25) student records reviewed indicated the IEP did not identify address the functional areas of need for the student. (Student 25)	(Student 25) Reconvene the IEP committees to revise the IEP to identify and address functional areas of need.	Superintendent Special Programs Director Special Education Teachers General Education Teachers Therapists Counselor Administrators	Parent Invitation, Written Notice Documentation, Review/ Revised Completed IEP's	Within 30 days (March 2018-April 2018), the district reconvened IEP meetings to revise the IEP to address the functional areas of need as well as special considerations in accordance with MDE policy 74.19.
DS-9 (Student 25) One (1) of (25) student records reviewed indicated the IEP did not address special considerations. (Student 25)	(Student 25) Reconvene the IEP committee to revise the IEP to identify special considerations that address the needs of the student and support annual goals	Superintendent Special Programs Director Special Education Teachers General Education Teachers Therapists Counselor Administrators	Parent Invitation Written Notice Documentation, Review/Revised Completed IEP's	

Please use additional sheets as needed.

Corrective Action Plan

District Name: Hazlehurst City School District

District Number: 1520

Date CAP Approved by Local School Board: 1/13/2023

Standard 25: Individual teachers (grades 9-12) are limited to three (3) course preparations per scheduling cycle or five (5) in the same subject/content area. Any request for an exception must be submitted in writing to the Commission on School Accreditation for review and action.

REGULATIONS: 7 Miss. Admin. Code Pt. 3, Ch. 2, R.2.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The school district is noncompliant with standard 25.0 based on the 2021-2022 personnel edit report. Standard 25 Individual teachers (grades 9-12) teaching regular education courses are limited to three (3) course preparations per scheduling cycle or five (5) in the same subject/content area. Any assignment of more than five (5) course preparations must be submitted in writing to the State Board of Education for review and action.	The school district will ensure that all teachers at the high school level are limited to three (3) course preparations per scheduling cycle or five (5) in the same subject/content area by reviewing the master schedule, teacher course load, and rosters.	High School Principal Counselor Records Clerk	Master schedules are reviewed for teacher course preparation loads prior to the beginning of the students first day of school in August.	August 2023

Please use additional sheets as needed.

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
Summary of State Board of Education Agenda Items
Consent Agenda
March 9, 2023

OFFICE OF ACCREDITATION

H. 5. Corrective Action Plan for Jackson Public School District in Accordance with Accreditation Policy 2.8.1

Executive Summary

In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2022*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. In accordance with policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Miss. Code Ann. § 37-17-6(11) as amended.

The Jackson Public School District was assigned a PROBATION status by the Commission on School Accreditation on October 31, 2022. The district submitted a CAP to the Mississippi Department of Education within sixty (60) days of notification as required. Each program office has reviewed the section of the CAP applicable to its office and has approved the corrective actions and timelines provided by the school district.

The Jackson Public School District currently has the following issues of noncompliance with accreditation policies and process standards on record:

- Process Standards 1 and 1.2 – Governance: School Board Policies
- Process Standards 6 and 6.1 – Residency Verification
- Process Standards 6 and 6.2 – Immunization Requirements
- Process Standard 8 – Student Records
- Process Standard 30 – School District Facilities

Recommendation: Approval

Back-up material attached

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

Standard 1: The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board's responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the District's accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, § 37-7-306(1-4), §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, § 37-151-5(h), and the *Federal Civil Rights Act of 1964*

- 1.2 : 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.
- REGULATIONS: Miss. Code Ann. § 25-41-7, §§ 25-61-1 through 17, §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), and the Federal Civil Rights Act of 1964

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
During the April 5 through April 22, 2016 legislative audit, the District's board policies failed to serve as the basis of operation for the District. Furthermore, irregularities and inconsistencies existed in local board policies and other district documents such as the student handbook, etc.	Pursuant to Miss. Code Ann. § 25-41-7, §§ 25-61-1 through 17, §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w); and the Federal Civil Rights Act of 1964, local board policies that comply with State and Federal statutes and SBE policies shall serve as the basis of operation of the District.	Superintendent	Board minutes	Ongoing
Although the District implemented some corrective actions outlined in the Corrective Action Plan approved by the State Board of Education on December 15, 2016, such as establishing a	The District will undertake a comprehensive review and revise all district publications to ensure that all statements are clearly written and consistent with approved school board policy.			

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>systemic process for reviewing and revising policy and revising the Code of Conduct for Students, irregularities and inconsistencies in local board policy and student handbook still exist.</p> <p>The 2016-2017 Student Handbook contained the District's Code of Conduct for Students; however, the MDE continues to receive confidential reports from administrators and teachers, of allegations that discipline policies, when applied, are applied inconsistently, and that central office administrators and board members interfere the administration's decisions regarding student discipline.</p> <p>Despite the District's efforts to address the irregularities and inconsistencies between the school board policies and the student handbook, and within the student handbook, discrepancies still exist.</p> <p>Examples include, but are not limited to, the following:</p>	<p>District Action: The Board has a regular review cycle for District policies. The District will review and revise all district publications annually to ensure consistency with board policies.</p> <p>When policy revision(s) are made and approved by the school board, the Superintendent shall communicate the revision(s) to all staff, parents, and students. All policies are posted for public comment before changes are approved.</p> <p>All policies that are under review will be posted on the Board Policies Under Review web page with the noted suggestions.</p>	<p>Board Superintendent District Counsel</p> <p>Superintendent</p>	<p>Cross-walk checklist</p> <p>Emails will reflect that revised and approved board policies have been communicated to all staff. Parents and students will be notified through the District's web page, Board Approved Policies and Board Policies Under Review. Internal audit reports.</p>	<p>January 2018 and Ongoing</p> <p>Ongoing</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> Ensuring school facilities are maintained according to standards required for clean, safe, and orderly schools (See also Standards 30). 	See Standards 30.	Superintendent	Board Agendas and Minutes	June 2022 ongoing

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

Standard 6: The school district complies with state law and State Board of Education policy on enrollment requirements

6.1: Residency requirements

REGULATIONS: Miss. Code Ann. § 37-15-29 and Miss. Admin. Code 7-3: 68.1, State Board Policy Chapter 68, Rule 68.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The District amended Board Policy JBE, (Residency Requirements) on August 4, 2016; however, the District failed to implement the amended policy. The MDE reviewed student records for School Year 2016-2017 (i.e. cumulative folders and permanent records) in 58 schools in the Jackson Public School District, and 35 of those schools failed to provide the required residency documentation.	In order to comply with Miss. Code Ann. § 37-15-29 and 7 Miss. Admin. Code Pt. 3, Ch. 68, R. 68.1, the District shall implement a process to verify residency requirements. 1. Director, Assessment and Data Management will work with schools make sure principals fully implement Policy JBE on residence verification. 2. Director, Assessment and Data Management will provide school registrants with the approved "Requirements for Registration" document identifying the acceptable documents for verifying residence. 3. Director, Assessment and Data Management will: (1) update "Residency Verification Form;" (2) ensure access to form on district website; (3) Provide training on document;	Director, Assessment and Data Management Principals, Director, Assessment and Data Management Director, Assessment and Data Management	Internal Audit Sign-ins Training Documents Requirement for Registration Document Residency Verification Form Agenda, Sign-ins Mock Document	June 2022 and ongoing March 2022 and ongoing March 2022 and ongoing

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	(4) provide school registrants with a "Mock" document demonstrating how to complete form should be completed, which will also be on district website.			
	4. Records Clerks and ISTs will verify that residence documents are enclosed in students' cumulative folder and signed by designated school official.	Principals	Internal Audits	June 2022 and ongoing
	5. Records Clerks and ISTs will evaluate student cumulative folders to confirm that two (2) appropriate proofs of residence are on file and properly verified.	Principals	Internal Audits Electronic Checklist Reports	June 2022 and ongoing
	6. Records Clerks and ISTs will annually remove all "OLD" proofs of residence at the close of school year.	Principals	Internal Audits	June 2022 and ongoing
	7. Director, Assessment and Data Management will conduct annual Enrollment/Registration Training for Principals and School staff on proper procedures for enrolling students.	Director, Assessment and Data Management	Agendas, Sign-ins/ Training Documents	March 2022 and ongoing
	8. Director, Assessment and Data Management will conduct Monthly Technical Support to provide reinforcement on proper enrollment practices.	Director, Assessment and Data Management	Agendas, Sign-ins/ Training Documents	February 2022 and ongoing

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<p>9. Director, Assessment and Data Management will review and revise District Enrollment Procedures to be submitted for approval by the district Leadership Team.</p> <p>10. Director, Assessment and Data Management will monitor MDE's website and List serve for relevant and pertinent trainings to ensure compliance with Process Standard 6.1.</p>	<p>Director, Assessment and Data Management</p> <p>Director, Assessment and Data Management</p>	<p>Revised Enrollment Procedures Leadership Team approval document</p> <p>Training Materials</p>	<p>March 2022 and ongoing</p> <p>March 2022 and ongoing</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

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Standard 6: The school district complies with state law and State Board of Education policy on enrollment requirements.

6.2: Immunization requirements

REGULATIONS: Miss. Code Ann. § 37-7-301(i), § 37-15-1, and § 41-23-37

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The MDE reviewed student records for School Year 2016-2017 (i.e. cumulative folders and permanent records) in 58 schools in the Jackson Public School District. Of the 58 schools monitored, 23 schools failed to provide the required immunization documentation.	<ol style="list-style-type: none"> 1. Verify that 121/122 compliance forms are on file for all enrollees. Require ALL new, incoming students to provide an updated 121/122 compliance form at the time of enrollment. 2. Every Principal is required to compile an Immunization Compliance Binder - to include a copy of all 121/122 forms of all students by grade level at each local site. 3. ESR Staff will review the compliance binder to verify that there is an immunization form for each student enrolled. 4. As a part of the annual district training, the Director of ESR will show schools the proper way to verify the acceptability of immunization documents. 5. Records Clerks and ISTs will verify that the immunization document is filed in the 	<p>Director, Assessment and Data Management</p> <p>Director, Assessment and Data Management</p> <p>Director, Assessment and Data Management</p> <p>Principals</p>	<p>Internal Audit</p> <p>Internal Audit Compliance Binder</p> <p>Compliance Binders Review Forms</p> <p>Agendas, Sign-ins, Training Materials</p> <p>Internal Audit</p>	<p>June 2020 and ongoing</p> <p>June 2020 and ongoing</p> <p>June 2020 and ongoing</p> <p>March 2020 and ongoing</p> <p>August 2019 and ongoing</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	student's cumulative folder as well as apply the immunization date on the cumulative folder, permanent record, and the student information system (SIS).			
	6. Designated School Official will complete the Preliminary Compliance Report Form (compliance fact sheet) to be submitted to the Mississippi State Department of Health (MSDH) also include a compliance binder check by ESR Staff to verify the integrity of report at the district level before submission to MSDH.	Principals Director, Assessment and Data Management	District Office Review Forms Compliance Binders Compliance Fact Sheet	September 2019 and ongoing
	7. Temporary Certificate of Immunization (Form 121) – Whenever a Temporary Certificate of Immunization (Form #121) is submitted by a parent/guardian, the school official shall upload the expiration date into Microsoft Outlook Calendar a month prior to expiration. The Outlook system shall alert school officials the of the upcoming date of expiration so that parents can be timely informed to get their child vaccinated and the compliance form updated.	Principals Director, Assessment and Data Management	Internal Audits Compliance Binders	August 2019 and ongoing

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	8. Designated School Official will complete Final Compliance Report to be submitted to MSDH also to include compliance binder check by ESR Staff to verify the integrity of report at district level before submission to MSDH.	Principals Director, Assessment and Data Management		December 2019 and ongoing
	9. Monitor MDE's website and List serve for relevant and pertinent trainings to ensure compliance with Process Standard 6.2.	Director, Assessment and Data Management	Training Materials	March 2020 and ongoing

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

Standard 8: Permanent records and cumulative folders for individual students contain all required data and are collected, maintained, and disseminated in compliance with state law, the Family Educational Rights and Privacy Act of 1974, and the Confidentiality Section of the Individuals with Disabilities Act, 1997 Amendments.

REGULATIONS: Miss. Code Ann. §§ 37-15-1 through 3, § 37-15-6, § 37-15-10, Appendix E of the *Mississippi Public Schools Accountability Standards, 2022* and the *Mississippi Cumulative Folders and Permanent Records Manual of Directions*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The District amended Board Policy JCF, (Student Records) on December 20, 2016, in accordance with the District's Corrective Action Plan approved by the State Board of Education on December 15, 2016. However, the District failed to implement the policy.	1. Update District's Standard Procedures Guide for Record Maintenance to ensure that district procedure is followed by schools. 2. Implement the "District Runner Process" to ensure the transfer of student records upon request - In-district/Out-of-District. 3. Four (4) point inspection for ALL high school senior records to ensure: a. that there are records on file for ALL seniors; b. that records meet clearance for graduation eligibility to include the application of ALL appropriate data on both record types.	Director, Assessment and Data Management	Revised Procedures Document	February 2021
The MDE reviewed students' records for School Year 2016-2017 (i.e., cumulative folders and permanent records) in 58 schools in the Jackson Public School District. Forty-one (41) of those schools failed to provide the required documentation to verify compliance with the Mississippi Cumulative Folders and Permanent Records Manual of Directions	4. Verification of Student Data on Cumulative Folder and Permanent Record - Records will be evaluated to ensure that all appropriate data are applied to both record types.	Director, Assessment and Data Management	Audit Findings Report	February 2019 Completed
		Director, Assessment and Data Management	Checklist	February - March 2023 March 2022 – May 2023
		Director, Assessment and Data Management	Audit Review Report Corrective Action Citation as applicable	March 2021 and ongoing

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	5. The following processes have been implemented: a. Student Entry/Exit Report – Allows for the tracking of records as students enroll and transfer. Submitted to ESR weekly b. Record Transfer Process – District Runner – Picks up and delivers Records c. Check-Out/Check-In Process – Allots for 10 records to be checked-out at a time from records room; helps to mitigate the missing of student records. Training has been conducted on all processes.	Director, Assessment and Data Management	Entry/Exit Report Check-Out/Check-in Forms; Pick-up & Delivery Schedules; Agendas/Sign-ins	November 2017 Completed
	6. Annual Records Training to ensure that schools are following district procedures for properly maintaining students' cumulative folders and permanent records.	Director, Assessment and Data Management	Agendas/Sign-ins Training Documents Parts A & B worksheets	July 2021 and ongoing
	7. Technical Support Trainings to reinforce fundamental record maintenance practices.	Director, Assessment and Data Management	Agendas/Sign-ins Training Documents	February 2021 and ongoing
	8. Monitor MDE's website and listserv for relevant and pertinent trainings to ensure compliance with Process Standard 8.	Director, Assessment and Data Management	Training Materials	February 2021 and ongoing

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	9. Regular Technical Support Trainings to reinforce standard attendance practices.	Director, Assessment and Data Management	Agendas/Sign-Ins	September 2020-May 2022
	10. Attendance Clerk and ISTs will maintain an active file of ALL attendance referrals that have been submitted to the state.	Principal	Referral Documents	September 2020-May 2022
	11. Attendance Clerk and ISTs will maintain an active file of ALL suspension referrals that have been submitted to the state.	Principal	Referral Documents	September 2020-May 2022
	12. Monitor MDE's website and listserv for relevant and pertinent trainings to ensure compliance with Process Standard 10.	Director, Assessment and Data Management	Training Materials	September 2020-May 2022

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

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Standard 30: The school district provides clean/sanitary facilities in a safe and secure environment. All classrooms in each school will be air-conditioned.

REGULATIONS: Miss. Code Ann. § 37-7-301(c)(d)(U), §§ 37-11-5 and 49, and § 45-11-101

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Callaway High School Findings</p> <p>Classrooms</p> <ul style="list-style-type: none"> • Evacuation maps not posted in classrooms. • No chemical inventories for chemicals in Rooms 119, 118 and 208. • No Material Safety Data Sheets (MSDS) for chemicals in Rooms 119, 118 and 208. • Old chemicals need to be removed. <p>Gymnasium</p> <ul style="list-style-type: none"> • Evacuation maps not posted. <p>Kitchen/Dining Area</p> <ul style="list-style-type: none"> • Evacuation maps not posted in the dining area. 	<ul style="list-style-type: none"> • Post evacuation maps in all classrooms in same general location. • Provide a chemical inventory for all chemicals on hand. • Provide Material Safety Data Sheets (MSDS) for all chemicals on hand. • Remove all outdated and unused chemicals from the chemical storage area. • Post evacuation maps in the gymnasium • Post evacuation maps in the dining area. 	<p>Principal Executive Director of Facilities and Operations</p>	<p>Internal Monitoring Instrument and MDE Site Visit to verify completion of deficiencies.</p>	<p>June 2022</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Forest Hill High School Findings</p> <p>Classrooms</p> <ul style="list-style-type: none"> • Evacuation maps not posted in several classrooms. • No Material Safety Data Sheets (MSDS) for chemicals in Rooms 119, 120 and 121. <p>Auditorium</p> <ul style="list-style-type: none"> • Roof leaks in the stage and seating area. • Termite damage on the stage floor. <p>Gymnasium</p> <ul style="list-style-type: none"> • Gym floor not level. • Missing ceiling tile in restrooms. <p>ROTC Building - Classrooms</p> <ul style="list-style-type: none"> • Evacuation maps not posted. • No second means of egress in Rooms 301 and 317. • Rooms were dirty. 	<ul style="list-style-type: none"> • Post evacuation maps in all classrooms in same general location. • Provide a chemical inventory for all chemicals in Rooms 119, 120 and 121. • Provide Material Safety Data Sheets (MSDS) for all chemicals in Rooms 119, 120 and 121. <ul style="list-style-type: none"> • Repair roof leaks • Treat for termites in the stage area. <ul style="list-style-type: none"> • Repair gym floor • Replace damaged/missing ceiling tiles. <ul style="list-style-type: none"> • Post evacuation maps in all classrooms in same general location. • Install a second means of egress in ROTC Rooms 301 and 317. • Classroom floors should be cleaned often. 	Principal Executive Director of Facilities and Operations	Internal Monitoring Instrument and MDE Site Visit to verify completion of deficiencies.	December 2022

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District **District Number:** 2520 **Date CAP Approved by Local School Board:** 12/20/2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Jim Hill High School Findings</p> <p>Classrooms</p> <ul style="list-style-type: none"> • No chemical inventories for chemicals in Rooms 303, 305 and 308. • No Material Safety Data Sheets (MSDS) for chemicals in Rooms 303, 305 and 308. • Old chemicals needed removing. <p>Grade 9 Building</p> <ul style="list-style-type: none"> • Fire alarm systems in trouble mode. <p>Grade 9 Classrooms</p> <ul style="list-style-type: none"> • Evacuation maps not posted in classrooms. • No chemical inventory for chemicals in Room 501. • No Material Safety Data Sheets (MSDS) for chemicals in Room 502. • Old chemicals needed to be removed. • Dirty carpet in the band hall. 	<ul style="list-style-type: none"> • Provide a chemical inventory for all chemicals on hand in rooms 303, 305, and 308. • Provide Material Safety Data Sheets (MSDS) for all chemicals on hand in rooms 303, 305, and 308. • Remove old chemicals. <ul style="list-style-type: none"> • Repair fire alarm systems. <ul style="list-style-type: none"> • Post evacuation maps in classrooms in same general location. • Provide a chemical inventory for all chemicals on hand in room 501. • Provide Material Safety Data Sheets (MSDS) for all chemicals on hand in rooms 501.. • Remove old chemicals. • Clean/replace carpet in the band hall 	Principal Executive Director of Facilities and Operations	Internal Monitoring Instrument and MDE Site Visit to verify completion of deficiencies.	December 2022

Please use additional sheets as needed.

Corrective Action Plan

District Name: Jackson Public School District District Number: 2520 Date CAP Approved by Local School Board: 12/20/2022

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Wingfield High School Findings</p> <p>Exterior</p> <ul style="list-style-type: none"> • Water standing in the tunnel area under the school. <p>Classrooms</p> <ul style="list-style-type: none"> • No second means of egress in Rooms 97, 98, 99 and 214. <p>Gymnasium</p> <ul style="list-style-type: none"> • Playing surface floor sweats due to water standing under the building. 	<ul style="list-style-type: none"> • Research why water is standing in the tunnel under the building. • Provide a second means of egress in Rooms 97, 98, 99 and 214. • Research why water is standing in the tunnel under the building and remediate the standing water to stop the floor from sweating, 	Principal Executive Director of Facilities and Operations	Internal Monitoring Instrument and MDE Site Visit to verify completion of deficiencies.	June 2023

Please use additional sheets as needed.

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
Summary of State Board of Education Agenda Items
Consent Agenda
March 9, 2023

OFFICE OF ACCREDITATION

H. 6. Corrective Action Plan for Leland School District in Accordance with Accreditation Policy 2.8.1

Executive Summary

In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2022*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. The school district is required to submit a Corrective Action Plan within sixty (60) days of notification. In accordance with Policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Miss. Code Ann. § 37-17-6(11).

The Leland School District was assigned a PROBATION status by the Commission on School Accreditation on October 31, 2022. The district submitted the CAP to the Mississippi Department of Education by the deadline established by the Office of Accreditation. Each program office has reviewed the section(s) of the CAP applicable to its office and has approved the corrective actions and timelines provided by the school district.

The Leland School District currently has the following issues of noncompliance with accreditation policies and process standards on record:

- Process Standards 1 and 1.1 – Governance: Superintendent, Administrative Duties
- Process Standards 1 and 1.2 – Governance: School Board Policies
- Process Standards 1 and 1.3 – Governance: Local School Board

Recommendation: Approval

Back-up material attached

Corrective Action Plan

District Name: Leland School District District Number: 7612 Date CAP Approved by Local School Board: 12/19/22

155

Standard 1: The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board's responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the District's accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, § 37-7-306(1-4), §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, § 37-151-5(h), and the *Federal Civil Rights Act of 1964*

1.1: The school board assigns all executive and administrative duties to the superintendent, who is properly licensed and chosen in the manner prescribed by law.

REGULATIONS: Miss. Code Ann. § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, and § 37-151-5(h)

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The Superintendent failed to provide effective educational leadership:</p> <ul style="list-style-type: none"> ● Standard 1.2 Policies ● Standard 20 Instructional Management Plan ● Standard 15 Professional Development ● Standard 17.4 IDEA ● Standard 17.6 ESSA ● Standard 31 Crisis Management Plan 	<p>The superintendent and school board are committed to following all State laws, federal requirements and State Board of Education policies in the management of the school district.</p> <ul style="list-style-type: none"> ● The superintendent will continue to participate in administrative training provided by the MDE, NISL, and MASS-(Winter) January 2022, (Summer) July 2022, (Winter) January 2023, (Summer) July 2023 	Superintendent School Board	<p>Schedule of training for staff</p> <p>-Schedules, agendas, and supporting documentation for the Superintendent's external administrative trainings</p> <p>-Agendas and sign-in sheets</p> <p>-School board minutes addressing any revised job descriptions</p>	<p>The district will begin corrective actions immediately and complete by September 30, 2023</p> <p>Training Dates:</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: Leland School District District Number: 7612 Date CAP Approved by Local School Board: 12/19/22

156

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<ul style="list-style-type: none"> ● The district superintendent and school board members participated in additional training provided by the MSBA Feb. 19, 2018, July 22-24, 2018, Nov. 12, 2018, Feb. 18-19, 2019, Mar. 30-April 4, 2019, April 22-23, 2019. Training will focus on the administrative duties of the superintendent and school board governance. ● The Superintendent annually reviews the job descriptions and qualifications for personnel employed to implement the Instructional Management Plan and Professional Development Program. ● The superintendent will provide leadership, supervision and oversight of all district and school programs. See additional corrective actions for standards 1.2, 15, 17.4, 17.6, 20, and 31. 		-Refer to corrective actions and evidence for each standard noted: <ul style="list-style-type: none"> ● Standard 1.2 Policies ● Standards 15 and 20 Instructional Management Plan --qualified personnel; license, job descriptions, agendas, schedules of training, observations, sign-in sheets ● Standard 17.4 IDEA ● Standard 17.6 ESSA ● Standard 31 Crisis Management Plan 	

Please use additional sheets as needed.

Corrective Action Plan

District Name: Leland School District District Number: 7612 Date CAP Approved by Local School Board: 12/19/22

157

Standard 1: The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board's responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the District's accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, § 37-7-306(1-4), §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, § 37-151-5(h), and the *Federal Civil Rights Act of 1964*

1.2: 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.

REGULATIONS: Miss. Code Ann. § 25-41-7, §§ 25-61-1 through 17, §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), and the Federal Civil Rights Act of 1964

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> ● The Superintendent and Board failed to implement board policies that comply with state and federal law and State Board of Education (SBE) Policies. ● Irregularities and inconsistencies exist in Board policy and other District publications. 	<ul style="list-style-type: none"> ● The superintendent and school board members will establish a schedule for the school board to annually review all board policies, and if needed, make necessary revisions. ● The superintendent and school board members participated in additional training provided by MSBA Feb. 15-17, 2021, Apr. 26-27, 2021, Jun. 11-12, 2021, November 14-15, 2022, February 20-22, 2023 on policy development and the annual review/revision process. 	Superintendent School Board	<ul style="list-style-type: none"> ● Revised Policies will be submitted to MDE for review and approval ● Revised Student Handbook for 2022-2023 ● Documentation that verifies the review of all district publications to follow approved board policies 	The district will begin corrective actions immediately and complete by September 30, 2023. Board Approvals:

Specific policies noted:

- IHE
- IHF
- JBCD
- JBAB
- JCAA

Please use additional sheets as needed.

Corrective Action Plan

District Name: Leland School District District Number: 7612 Date CAP Approved by Local School Board: 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> ● JCD ● ICJI ● ID ● Review all of Section J 	<ul style="list-style-type: none"> ● The district will review the current Student Handbook and make all required revisions to be consistent with current, approved school board policies for 2021-2022. ● The district will review all district publications and make required revisions to be consistent with current, approved school board policies. ● Policy changes will be communicated to administrative personnel and posted online. ● District administrative and instructional personnel will be trained on current board policies. 		<ul style="list-style-type: none"> ● School board agendas and minutes approving revised policies and student handbook ● Annual schedule of board review of all policies ● Agendas and sign-in sheets for training Online access to current board policies ● Training agendas and sign-in sheets 	

Please use additional sheets as needed.

Corrective Action Plan

District Name: Leland School District District Number: 7612 Date CAP Approved by Local School Board: 12/19/22

Standard 1: The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board's responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the District's accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, § 37-7-306(1-4), §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, § 37-151-5(h), and the Federal Civil Rights Act of 1964

1.3: School board members complete required basic and continuing education programs in order to effectively perform their duties in the manner prescribed by law.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, and § 37-7-306(1-4)

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> The Board failed to effectively perform its duties in its role in oversight of management for the District as prescribed by Law. The Board failed to operate the District in accordance with current school board policy. Standard 1.2 Policies Standard 15 Professional Development 	Refer to corrective actions for each standard noted: <ul style="list-style-type: none"> Standard 1.2 Policies Standard 15 Professional Development 	Superintendent School Board	Refer to corrective actions for each and evidence for each standard noted: <ul style="list-style-type: none"> Standard 1.2 Policies Standard 15 Professional Development -qualified personnel; license, job descriptions observations	Immediate and Ongoing The district will begin corrective actions immediately and complete by September 30, 2023.

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
Summary of State Board of Education Agenda Items
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OFFICE OF ACCREDITATION

H. 7. Corrective Action Plan for Newton Municipal School District in Accordance with Accreditation Policy 2.8.1

Executive Summary

In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2022*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. The school district is required to submit a Corrective Action Plan within sixty (60) days of notification. In accordance with Policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Miss. Code Ann. § 37-17-6(11).

The Newton Municipal School District was assigned a PROBATION status by the Commission on School Accreditation on October 31, 2022. The district submitted the CAP to the Mississippi Department of Education by the deadline established by the Office of Accreditation. Each program office has reviewed the section(s) of the CAP applicable to its office and has approved the corrective actions and timelines provided by the school district.

The Newton Municipal School District currently has the following issues of noncompliance with accreditation policies and process standards on record:

- Process Standards 4 and 4.5 – Annual Financial Audit: Financial Reports Submitted to School Board
- Process Standards 4 and 4.6 – Annual Financial Audit: Compiling and Reporting Financial Data

Recommendation: Approval

Back-up material attached

Corrective Action Plan

District Name: Newton Municipal School District

District Number: 5130

Date CAP Approved by Local School Board: 12/12/2022

161

Standard 4: The local school board obtains an annual financial audit of the school district, as conducted under the guidelines of the Office of the State Auditor, no later than nine months after the end of the district's fiscal year.

- 4.1: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates a fixed asset system of accountability that provides verification of fixed assets and fixed assets records.
- 4.2: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates no less than a zero fund balance (as defined by generally accepted accounting principles) for all funds of the school district.
- 4.3: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the process for distributing Educational Enhancement Fund procurement cards to all eligible teachers.
- 4.4: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, indicates an unqualified opinion (as defined by generally accepted auditing standards) on the financial statements of the school district.
- 4.5: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the local school board has received, reviewed and discussed, as reflected in official minutes of the regularly scheduled monthly meeting, the financial reports required by state law and/or the State Board of Education.
- 4.6: The most recent annual financial audit report of the school district, as conducted under the guidelines of the Office of the State Auditor, verifies the accuracy and timely compilation and reporting of all financial data, including the year-end data provided through the Financial Exchange Transfer System (FETS), required for submission to the MS Department of Education by the fifteenth day of October, each year, in accordance with state law and/or the State Board of Education.
- 4.7: The most recent annual financial data of the school district, as submitted to the MS Department of Education, verifies a 7% fund balance of the district maintenance fund.

REGULATIONS: Miss. Code Ann. § 7-7-211(e), § 37-9-18(1-2), § 37-17-6(18), § 37-37-7(2)(e), § 37-37-13, § 37-61-8, § 37-61-19, § 37-61-21(2), § 37-61-29, § 37-61-33(3)(iii), Miss. Admin. Code 7-3: 10.1 State Board Policy Chapter 10, Rule 10.1, Miss. Admin. Code 7-3: 32.1, State Board Policy Chapter 32, Rule 32.1, Miss. Admin. Code 7-3: 71.1, State Board Policy Chapter 71, Rule 71.3, and 2 C.F.R. § 200

Please use form on next page and additional sheets as needed.

Corrective Action Plan

District Name: Newton Municipal School District **District Number:** 5130 **Date CAP Approved by Local School Board:** 12/12/2022

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Standard 4.5-- Annual Audits for the following fiscal years ending in 2016, 2017, 2018, 2019 and 2020 indicates that financial reports were not received, reviewed and discussed as reflected in official minutes of the regularly scheduled monthly meeting.	The administration will continue to provide accurate, timely financial reports to the school board at each regular meeting.	Superintendent Business Manager	Board Minutes and newly created Financial checklist	Financial statements and documentation will be updated monthly and the monthly reports will be included in the school board meeting packets.
The most recent financial audit report verifies the local school board has received, reviewed and discussed as reflected in official minutes of the regularly scheduled monthly meeting, the financial reports required by state law and the state BOE.	The administration will continue to utilize consultants to ensure all bank statements will be reconciled monthly and all adjustments and other general ledger closing entires will be completed.	Superintendent Business Manager	Board Minutes and newly created financial checklist	District will utilize consultants for monthly financial statement preparation
	The district has ordered "Rec'd stamps for all directors and principals to mark their packing slips and/or invoices prior to submitting to accounts payable for payment. After invoices have been processed & board approved for payment, all documents will be stamped paid prior to being filed.			District administration will review implemented financial checklist monthly

Please use additional sheets as needed.

Corrective Action Plan

District Name: Newton Municipal School District **District Number:** 5130 **Date CAP Approved by Local School Board:** 12/12/2022

163

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>However, based on FY 2021 audit per finding #2021-003 the district did not have proper controls and procedures in place to ensure non-payroll expenditures and applicable processes are properly board approved, as well as controls were not in place to ensure that all approvals were properly recorded accurately in the minutes.</p> <p>4.6 Annual Audits for the following fiscal years ending in 2018, 2019, 2020 and 2021 indicated that the district had not prepared a set of financial statements including the year-end data provided through the Financial Exchange Transfer System (FETS), required for submission to the MS Department of Education by the fifteenth day of October, each year in accordance with state law and the state BOE.</p> <p>Per finding #2021-001 the district had not properly reconciled year-end accruals and some balance sheet accounts needed to be updated to agree to the current year reconciliations.</p>	<p>The district will continue to review procedures and contract with consultants to ensure that financial statements are prepared, including the year-end data for FETS. The district will submit the Financial Exchange Transfer System (FETS), required by October 15, of each year.</p>	<p>Superintendent Business Manager</p>	<p>FETS submission by October 15 of each year</p>	<p>Immediately and Ongoing</p>
	<p>The district will review and implement procedures that are followed by management to ensure the proper reconciliation of year-end accruals within the financial statements.</p>	<p>Superintendent Business Manager</p>	<p>Monthly and Yearly Financial Records</p>	<p>Immediately and Ongoing</p>

Please use additional sheets as needed.

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
Summary of State Board of Education Agenda Items
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OFFICE OF ACCREDITATION

H. 8. Corrective Action Plan for North Bolivar Consolidated School District in Accordance with Accreditation Policy 2.8.1

Executive Summary

In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2022*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. The school district is required to submit a Corrective Action Plan within sixty (60) days of notification. In accordance with Policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Miss. Code Ann. § 37-17-6(11).

The North Bolivar Consolidated School District was assigned a PROBATION status by the Commission on School Accreditation on October 31, 2022. The district submitted the CAP to the Mississippi Department of Education by the deadline established by the Office of Accreditation. Each program office has reviewed the section(s) of the CAP applicable to its office and has approved the corrective actions and timelines provided by the school district.

The North Bolivar Consolidated School District currently has the following issues of noncompliance with accreditation policies and process standards on record:

- Policy 2.1 – Data Reporting
- Process Standards 1 and 1.1 – Governance: Superintendent, Administrative Duties
- Process Standards 1 and 1.2 – Governance: School Board Policies
- Process Standards 1 and 1.3 – Governance: Local School Board
- Process Standards 6 and 6.1 – Residency Verification
- Process Standards 6 and 6.2 – Immunization Requirements
- Process Standard 8 – Student Records
- Process Standards 14 and 14.1 – Graduation Requirements: Minimum Carnegie Unit Requirements
- Process Standards 14 and 14.1.4 – Graduation Requirements: Individualized Career and Academic Plan (iCAP)
- Process Standards 14 and 14.2 – Graduation Requirements: High School Exit Exams

- Process Standards 14 and 14.5 – Graduation Requirements:
Participation in Graduation Ceremonies
- Process Standard 22 – Alternative Education Program
- Process Standard 24 – Planning Time
- Process Standard 25 – Course Preparations
- Process Standard 30 – School District Facilities

Recommendation: Approval

Back-up material attached

Corrective Action Plan

District Name: North Bolivar Consol. School District District Number: 0617 Date CAP Approved by Local School Board: 12/19/22

166

ACCREDITATION POLICY 2.1: The Commission on School Accreditation determines the annual accreditation status of all public school districts in the fall of each school year based on verified accreditation data from the previous school year. An annual district accreditation status is assigned based on compliance with Process Standards. Information concerning district compliance with Process Standards is reported to the Commission on an annual basis. The District superintendent and school principals are responsible for ensuring that all data reported to the Mississippi Department of Education are true and accurate as verified by supporting documentation on file in the school district. Reporting false information is a violation of the accreditation requirements set forth by the State Board of Education and may result in the downgrading of the District's accreditation status.

REGULATIONS: Miss. Admin. Code 7-3: 2.1, State Board Policy Chapter 2, Rule 2.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
A comparison of the 2018-2019 Mississippi Student Information System (MSIS) Personnel/Accreditation Data Report with employee contracts and salary schedules revealed numerous errors, omissions, and inconsistencies among MSIS reports, salary schedules, and contracts. The MDE noted the following deficiencies:	The district will implement a procedure to ensure that all relevant personnel will review the accuracy of information using the following procedures: Immediately after each board meeting, the Assistant Superintendent will create a Personnel Report of new personnel employment, resignation, and termination information to include positions, number of days, and funding sources to disperse to the Business manager, Accounts Payable, and MSIS clerk to ensure that personnel information is entered and updated accurately. Any administrative adjustments will be board approved to reflect edits/changes. All parties will review the Personnel Edit Report regularly to ensure that the highest quality data is submitted, as referenced in the MSIS Personnel Report. The Technology Director/Database manager	Technology Director Database Manager Business Manager Superintendent	MSIS Personnel Accreditation Report Board minutes	January 31, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

167

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The MDE could not confirm that all personnel were listed in the MSIS Personnel/Accreditation Report for the 2018-2019 school year. Although they are approved in Board minutes, the District failed to list individuals in the Personnel Report in positions as:</p> <ul style="list-style-type: none"> -Bus Drivers -Custodians -Cafeteria workers -After school program staff -Alternative school staff 	<p>will receive and share listserv messages concerning data reporting requirements and timelines with data entry clerks (Secretaries, Counselors, etc.) to ensure that deadlines are met, setting an earlier deadline for district level admin (Superintendent or designee) to ensure accuracy before submission.</p>	<p>Technology Director Database Manager Business Manager Superintendent</p>	<p>MSIS Personnel Accreditation Report Board minutes</p>	<p>January 31, 2023</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

168

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The District reported 71 certified employees on the MSIS Detailed Personnel Report. Of the 71 certified employees in the District, the MDE randomly selected 35 of the contracts or files (49%) for comparison to data provided through MSIS. Nine (9) of the 35 selected files (26%) revealed discrepancies between contracted amounts and salaries reported on the MSIS Detail Personnel Listing Report.</p>	<p>in the MSIS Personnel Report. The Technology Director/Database manager will receive and share listserv messages concerning data reporting requirements and timelines with data entry clerks (Secretaries, Counselors, etc.) to ensure that deadlines are met, setting an earlier deadline for district level admin (Superintendent or designee) to ensure accuracy before submission.</p>	<p>Technology Director Database Manager Business Manager Superintendent</p>	<p>Board minutes Contracts MSIS Personnel Accreditation Report</p>	<p>January 31, 2023</p>
	<p>The district will implement a procedure to ensure that all relevant personnel will review the accuracy of information using the following procedures: Immediately after each board meeting, the Assistant Superintendent will create a Personnel Report of new personnel employment, resignation, and termination information to include positions, number of days, and funding sources to disperse to the Business manager, Accounts Payable, and MSIS clerk to ensure that personnel information is entered and updated accurately. Any administrative adjustments will be board approved to reflect edits/changes. All parties will review the Personnel Edit Report regularly to ensure that the highest</p>			

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Salaries reported for 33 of the individuals listed in the MSIS Personnel/Accreditation Data Report for the 2018-2019 school year failed to match to District salary schedules.	quality data is submitted, as referenced in the MSIS Personnel Report. The Technology Director/Database manager will receive and share listserv messages concerning data reporting requirements and timelines with data entry clerks (Secretaries, Counselors, etc.) to ensure that deadlines are met, setting an earlier deadline for district level admin (Superintendent or designee) to ensure accuracy before submission.	Technology Director Database Manager Business Manager Superintendent	Board minutes Contracts MSIS Personnel Accreditation Report	January 31, 2023
	The district will implement a procedure to ensure that all relevant personnel will review the accuracy of information using the following procedures: Immediately after each board meeting, the Assistant Superintendent will create a Personnel Report of new personnel employment, resignation, and termination information to include positions, number of days, and funding sources to disperse to the Business manager, Accounts Payable, and MSIS clerk to ensure that personnel information is entered and updated accurately. Any administrative adjustments will be board approved to reflect edits/changes. All parties will review the Personnel Edit			

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Employee work assignments listed in the MSIS Personnel/Accreditation Data Report did not always correspond with the positions approved in Board minutes. Some examples include individuals who may be approved in board minutes as teacher aides, but listed in the personnel report for study hall, approved as library assistant, but listed for study hall and/or approved as kindergarten assistant, but listed for study hall.</p>	<p>Report regularly to ensure that the highest quality data is submitted, as referenced in the MSIS Personnel Report. The Technology Director/Database manager will receive and share listserv messages concerning data reporting requirements and timelines with data entry clerks (Secretaries, Counselors, etc.) to ensure that deadlines are met, setting an earlier deadline for district level admin (Superintendent or designee) to ensure accuracy before submission.</p>	<p>Technology Director Database Manager Business Manager Superintendent</p>	<p>Board minutes Contracts MSIS Personnel Accreditation Report</p>	<p>January 31, 2023</p>
	<p>The district will implement a procedure to ensure that all relevant personnel will review the accuracy of information using the following procedures: Immediately after each board meeting, the Assistant Superintendent will create a Personnel Report of new personnel employment, resignation, and termination information to include positions, number of days, and funding sources to disperse to the Business manager, Accounts Payable, and MSIS clerk to ensure that personnel information is entered and updated accurately. Any administrative adjustments will be board approved to reflect edits/changes. All</p>			

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The District failed to provide supplemental contracts for everyone receiving a supplement for other duties. Supplements are approved for some positions as documented in Board minutes, but MDE could not verify that the supplements approved are included in the salaries listed in the MSIS Personnel/Accreditation Report for 2018-2019.</p> <p>Salaries reported for employees in Board minutes failed to match salaries reported in the MSIS Personnel/</p>	<p>parties will review the Personnel Edit Report regularly to ensure that the highest quality data is submitted, as referenced in the MSIS Personnel Report. The Technology Director/Database manager will receive and share listserv messages concerning data reporting requirements and timelines with data entry clerks (Secretaries, Counselors, etc.) to ensure that deadlines are met, setting an earlier deadline for district level admin (Superintendent or designee) to ensure accuracy before submission.</p>	<p>Technology Director Database Manager Business Manager Superintendent</p>	<p>Board minutes Contracts MSIS Personnel Accreditation Report</p>	<p>January 31, 2023</p>
	<p>The district will implement a procedure to ensure that all relevant personnel will review the accuracy of information using</p>	<p>Technology Director Database Manager</p>	<p>Board minutes Contracts MSIS Personnel</p>	<p>January 31, 2023</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Accreditation Report for the 2018-2019 school year.	the following procedures: Immediately after each board meeting, the Assistant Superintendent will create a Personnel Report of new personnel employment, resignation, and termination information to include positions, number of days, and funding sources to disperse to the Business manager, Accounts Payable, and MSIS clerk to ensure that personnel information is entered and updated accurately. Any administrative adjustments will be board approved to reflect edits/changes. All parties will review the Personnel Edit Report regularly to ensure that the highest quality data is submitted, as referenced in the MSIS Personnel Report. The Technology Director/Database manager will receive and share listserv messages concerning data reporting requirements and timelines with data entry clerks (Secretaries, Counselors, etc.) to ensure that deadlines are met, setting an earlier deadline for district level admin (Superintendent or designee) to ensure accuracy before submission.	Business Manager Superintendent	Accreditation Report	January 31, 2023
The District failed to list all personnel approved in Board minutes for	Upon receipt of the Personnel report, the Business manager will create supplemental	HR Director Business Manager	Board minutes MSIS/Personnel	January 31, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>employment in the MSIS/Personnel Accreditation Report for 2018-2019. Board minutes indicate some individuals had resigned but the District still listed them in the Personnel Report, and their salaries and days worked had not been adjusted.</p>	<p>contracts for all other/additional duties. The Assistant Superintendent will check for contracts in TalentEd within a week of board approval of additional duties. The Accounts Payable clerk will only provide salary pay to employees who have been issued a contract, verifying that all employees have a contract.</p>	<p>MSIS Contact</p>	<p>Accreditation Report</p>	
<p>The District failed to indicate in the MSIS Personnel/Accreditation Report for 2018-2019 individuals serving in coaching positions or any After School (AS) positions. Therefore, the MDE could not verify whether the District reported all employee supplements in MSIS for these individuals.</p>	<p>The district will implement a procedure to ensure that all relevant personnel will review the accuracy of information using the following procedures: Immediately after each board meeting, the Assistant Superintendent will create a Personnel Report of new personnel employment, resignation, and termination information to include positions, number of days, and funding sources to disperse to the Business manager, Accounts Payable, and MSIS clerk to ensure that personnel information is entered and updated accurately. Any administrative adjustments will be board approved to reflect edits/changes. All parties will review the Personnel Edit Report regularly to ensure that the highest quality data is submitted, as referenced in the MSIS Personnel Report. The</p>	<p>Technology Director Database Manager Business Manager Superintendent</p>	<p>Board minutes MSIS Personnel Accreditation Report Contracts</p>	<p>January 31, 2023</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The Superintendent was reported as being employed 50% of the time for the 2018-2019 school year.	Technology Director/Database manager will receive and share listserv messages concerning data reporting requirements and timelines with data entry clerks (Secretaries, Counselors, etc.) to ensure that deadlines are met, setting an earlier deadline for district level admin (Superintendent or designee) to ensure accuracy before submission.	Technology Director Database Manager Business Manager Superintendent	MSIS Personnel Accreditation Report	January 31, 2023
The Superintendent failed to ensure all data reported to the Mississippi Department of Education are true and accurate as verified by supporting documentation on file in the school district. During the 2019-2020 school year, the MDE discovered that the District's E-Rate Application contained significant errors reflecting recent school consolidation, school closures,	The District will ensure that all data is reported accurately and in compliance with reporting procedures. All district data and applications will contain accurate information.	Technology Director Superintendent	E-Rate application	January 31, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
and movement of students. The application included other errors that warrant concern that the District has made an inaccurate presentation of the schools in the District. The MDE advised the District to cancel the application to avoid any USAC violations.				

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District District Number: 0617 Date CAP Approved by Local School Board: 12/19/22

Standard 1: The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board's responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the District's accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, § 37-7-306(1-4), §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, § 37-151-5(h), and the *Federal Civil Rights Act of 1964*

- 1.1: The school board assigns all executive and administrative duties to the superintendent, who is properly licensed and chosen in the manner prescribed by law.

REGULATIONS: Miss. Code Ann. § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, and § 37-151-5(h)

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Miss. Code Ann. § 37-9-14 outlines the management responsibilities of the school district superintendent as required by State law which includes implementing plans, procedures, programs, and systems to achieve clearly defined, desired results. The Superintendent failed to ensure that all data reported to the MDE are true and accurate as verified by supporting documentation on file in the school district. (See also Accreditation Policy 2.1)	The District will ensure that all plans, procedures, programs, and systems are defined and implemented to achieve desired results. All data will be accurate and consistent throughout all programs and systems.	Assistant Superintendent SPED Director Principals Superintendent	Implementation plans, Outcome data	January 31, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The Superintendent failed to implement appropriate standards of governance. (See also Process Standards 1.2 and 1.3) The Superintendent failed to ensure that the District operates according to school board policies and procedures that comply with state and federal statutes and State Board of Education policies and process standards. (See also Process Standards 1.2 and 1.3)	The District will review and/or revise all district policies and publications annually to ensure that: -all statements are clearly written and consistent with approved school board policy as well as state and federal statutes. -written policies are current with board actions and administrative decisions.	Superintendent Assistant Superintendent SPED Director	Reviewed/revise/approved policies Board minutes Observation checklists	January 31, 2023
The District allowed six(6) students to participate in graduation exercises without documentation to support that they had met the minimum graduation requirements outlined in Process Standards 14.1 and 14.2 (See also Process Standard 14.5)	The District will ensure that each student receiving a high school diploma has met the requirements established by its local board of education and by the State Board of Education by implementing the following: -a school graduation committee which will review all senior records at the beginning of school to ensure the students are enrolled in the appropriate classes and are provided all testing/retesting opportunities and at the end to verify that all requirements have been met before graduation.	Principal Counselor Leadership Team	Graduation committee meeting agenda, sign-in sheet, minutes	June 2, 2023
Providing clean and sanitary facilities in a safe and secure environment (See also Process Standard 30)	The District will make all repairs and replacements where needed to ensure a safe and secure environment in all schools.	Maintenance Department	Repaired/Replaced items	January 31, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District District Number: 0617 Date CAP Approved by Local School Board: 12/19/22

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Standard 1: The local school board and the superintendent of schools shall exercise due diligence in performing the respective duties of each office in accordance with applicable law. The local school board's responsibilities shall pertain to matters of setting policy and shall not interfere in the day-to-day operations of the school district that include, but are not limited to, such duties as those relating to personnel and management decisions. Failure to comply shall result in the immediate downgrade of the District's accreditation status to Probation or Withdrawn as indicated in Accreditation Policy 2.5.

REGULATIONS: Miss. Code Ann. §§ 25-41-1 et al., §§ 25-61-1 through 17, § 37-3-4(5), §§ 37-6-7, 9, 11, and 15, § 37-7-306(1-4), §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), § 37-6-3(3-4), §§ 37-9-7, 13, and 14, § 37-61-9, § 37-151-5(h), and the *Federal Civil Rights Act of 1964*

- 1.2: 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.

REGULATIONS: Miss. Code Ann. § 25-41-7, §§ 25-61-1 through 17, §§ 37-9-1 through 75, §§ 37-9-101 through 113, § 37-7-301(p)(w), and the Federal Civil Rights Act of 1964

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The Superintendent and Board failed to implement policies that clearly define and ensure that the necessary plans, procedures, programs, and systems are in place to serve all students. The Superintendent and Board also failed to ensure that the District operates according to school board policies and procedures that comply with state and federal statutes and State Board of Education policies and process standards. Current Board policies do not serve as the basis of operation for the District.	The District will review and/or revise all district policies and publication annually to ensure that: -all statements are clearly written and consistent with approved school board policy as well as state and federal statutes -written policies are current with board actions and administrative decisions. The District will ensure that all operations in the District are implemented or carried out based on approved district policies.	Superintendent Assistant Superintendent Federal Programs Director SPED Director	Reviewed/revised approved policies Board minutes	January 31, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The 2018-2019 Student Handbook contains policies and procedures that are inconsistent with state statute and State Board of Education policies including, but not limited to, policies pertaining to attendance, grading, and graduation.	The District will review and/or revise all district policies and publications annually to ensure that: all statements are clearly written and consistent with approved school board policies as well as state and federal statutes -written policies are current with board actions and administrative decisions	Superintendent Assistant Superintendent Federal Programs Director SPED Director	Reviewed/revised approved Student handbook	Immediately

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District District Number: 0617 Date CAP Approved by Local School Board: 12/19/22

Standard 6: The school district complies with state law and State Board of Education policy on enrollment requirements

6.1: Residency requirements

REGULATIONS: Miss. Code Ann. § 37-15-29 and Miss. Admin. Code 7-3: 68.1, State Board Policy Chapter 68, Rule 68.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Northside High School: The MDE reviewed 76 of 366 records. Twenty-eight (28) records lacked valid proof of residency.	The District will implement a process for obtaining and verifying residency requirements. This process shall ensure that: -current documentation is provided by the parent, -documentation is verified by a district official, signed, dated, and attached to the residency verification form, -documents from previous years are removed from the students' records and are no longer acceptable.	Superintendent Assistant Superintendent Principals Counselors Secretaries	Residency Verification Checklist/Form District audit of records	February 28, 2023
	The District shall designate and train staff at each school to implement approved school board policy for residency verification when students initially enroll in the district.	Assistant Superintendent	Agenda, Sign-in Sheets, minutes	MDE training held 11/10/21 Immediately

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District District Number: 0617 Date CAP Approved by Local School Board: 12/19/22

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Standard 6: The school district complies with state law and State Board of Education policy on enrollment requirements.

6.2: Immunization requirements

REGULATIONS: Miss. Code Ann. § 37-7-301(i), § 37-15-1, and § 41-23-37

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Northside High School: The MDE reviewed 76 of 366 records. Twenty-one (21) failed to verify immunization compliance. Two (2) failed to verify the T-Dap immunization compliance.	The District will implement a process to verify immunization requirements. The process will ensure: -the review of records to ensure that every student has current and proper immunization documented on the form designated by the Mississippi State Board of Health, -a procedure is in place to ensure students who are enrolled with a temporary immunization form complete all immunization requirements within the timelines indicated on the temporary form. The District will designate and train staff at each school to implement the process to verify immunization requirements.	Superintendent Assistant Superintendent Principals Counselors Secretaries Assistant Superintendent	Immunization Verification Checklist/form Student Immunization Compliance Report District audit of records Agenda, Sign-in Sheets, minutes	February 28, 2023 MDE training held 11/10/21 Immediately

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District

District Number: 0617

Date CAP Approved by Local School Board: 12/19/22

Standard 8: Permanent records and cumulative folders for individual students contain all required data and are collected, maintained, and disseminated in compliance with state law, the Family Educational Rights and Privacy Act of 1974, and the Confidentiality Section of the Individuals with Disabilities Act, 1997 Amendments.

REGULATIONS: Miss. Code Ann. §§ 37-15-1 through 3, § 37-15-6, § 37-15-10, Appendix E of the *Mississippi Public Schools Accountability Standards, 2022*, and the *Mississippi Cumulative Folders and Permanent Records Manual of Directions*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Northside High School: The MDE reviewed 76 of 366 records. One (1) contained a different race on the cumulative folder than on the permanent record. Eleven (11) failed to list the parent's name as recorded on the birth certificate. Seven (7) failed to include a complete daily attendance record. Twenty-four (24) failed to include grades or courses taken. Fifty-six (56) failed to include dates and/or codes for enrolled/withdrawn/graduation. Twenty-four (24) failed to include standardized test data. Two (2) failed to include the students' permanent record.	The District will implement a process to ensure each school implements the approved local school board policies that comply with accreditation standards, state law, SBE policies and federal requirements regarding the collection, maintenance, and dissemination of cumulative folders and permanent records. All district and school staff who maintain or are responsible for student records will be trained on how to ensure accurate student records. District administration will conduct a periodic review of records at all schools to ensure records are maintained in accordance with the Mississippi Cumulative Folder and Permanent Records Manual of Directions	Superintendent Assistant Superintendent Principals Counselors Secretaries Assistant Superintendent	Cumulative folder/permanent record Verification checklist Agendas, Sign-in sheets, minutes Cumulative folder/permanent record Verification checklist	February 28, 2023 MDE training held 11/20/21 February 28, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District District Number: 0617 Date CAP Approved by Local School Board: 12/19/22

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Standard 14: The school district requires each student, in order to receive a high school diploma, to have met the requirements established by its local board of education and by the State Board of Education.

14.1: Each student receiving a standard high school diploma has earned the minimum number of Carnegie units as specified in Appendices A-1 through G. (See Appendix A) Students receiving a standard diploma may select from four (4) graduation pathways as specified by the local school district's graduation requirements.

14.1.1: Entering ninth graders in 2005-2006 and thereafter (seniors of school year 2008-2009 and later) are required to have a minimum of 21 Carnegie units as specified in Appendix A-1.

14.1.2: Entering ninth graders in 2008-2009 and thereafter (seniors of school year 2011-2012 and later) are required to have a minimum of 24 Carnegie units as specified in Appendix A-2, unless in accordance with school board policy, their parent/guardian requests to opt the student out of Appendix A-2 requirements. This student would be required to complete the graduation requirements specified in A-1.

14.1.3: Entering eleventh graders in 2010-2011 and thereafter (seniors of school year 2011-2012 and later) who chose the Career Pathway Option are required to earn the minimum graduation requirements specified in Appendix A-3.

14.1.4: Beginning in school year 2011-2012, all eighth grade students are required to have an Individualized Career and Academic Plan (iCAP) prior to exiting the eighth grade.

14.1.5: Innovative Programs

14.1.6: Early Exit Diplomas

14.2: Each student receiving a standard diploma has achieved a passing score on each of the required high school exit examinations.

14.3: Each student who has completed the secondary curriculum for special education may be issued a special diploma or certificate of completion, which states: "This student has successfully completed an Individualized Education Program."

14.4: Each student with disabilities receiving a Mississippi Occupational Diploma has successfully completed all minimum requirements established by the State Board of Education. (See Appendix G.)

14.5: The student who fails to meet the graduation requirements is not permitted to participate in the graduation exercises.

Note: Students enrolled in grades 7-12 may be awarded a Carnegie unit credit provided the course content is a Carnegie unit bearing course in the current edition of the Approved Courses for the Secondary Schools of Mississippi Manual.

REGULATIONS: Miss. Code Ann. § 37-16-7 and §§ 37-16-11(1)(2), Miss. Admin. Code 7-3: 28.2-28.3, State Board Policy Chapter 28, Rules 28.2-28.3, Miss. Admin. Code 7-3: 34.1, State Board Policy Chapter 34, Rule 34.1, Miss. Admin. Code 7-3: 36.1-36.4, State Board Policy Chapter 36, Rules 36.1-36.4, Miss. Admin. Code 7-3: 74.19, State Board Policy Chapter 74, Rule 74.19 and Appendices A-1, A-2, A-3, A-4, A-5, A-6, A-7, A-8, A-9, A-10, A-11, and G of the Mississippi Public School Accountability Standards, 2022, and 34 C.F.R. §§ 300.320(b), 300.324(c)

Please use form on next page and additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>14.1 and 14.2</p> <p>The MDE reviewed the records of all 63 graduating seniors at Northside High School for School Year 2017-2018.</p> <p>The District failed to provide documentation to verify all graduating seniors earned the minimum number of Carnegie units and/or received a passing score or met one (1) of the options in lieu of passing all four (4) end-of-course Subject Area tests.</p> <p>The District allowed one (1) student who did not earn the minimum number of Carnegie units required for graduation to graduate and participate in graduation exercises.</p> <p>The District allowed four (4) students who did not pass all four (4) end of course Subject Area Tests or meet one (1) of the options outlined in Appendix A-5 of the Mississippi Public School Accountability Standards, 2019, in lieu of a passing score, to graduate and participate in graduation exercises.</p>	<p>The District shall ensure that each student receiving a high school diploma has met the requirements established by its local board of education and by the State Board of Education by implementing the following:</p> <ul style="list-style-type: none"> -a school graduation committee to review all senior records at the beginning of school to ensure the students are enrolled in the appropriate classes and are provided all testing/retesting opportunities and at the end to verify that all requirements have been met before graduation. -an ISP with all students and parents by the end of 8th grade. This plan will be reviewed and revised annually, if applicable. 	<p>Counselor</p> <p>Graduation Committee</p> <p>Principal</p> <p>Assistant Superintendent</p> <p>Superintendent</p>	<p>Audit of records</p> <p>ISP-Individual Success Plans</p>	<p>June 2, 2023</p>

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District

District Number: 0617

Date CAP Approved by Local School Board: 12/19/22

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Standard 22: The school district provides access to an alternative education program that meets the program guidelines outlined in Miss. Code Ann. § 37-13-92 and the guidelines established by the State Board of Education.

REGULATIONS: Miss. Code Ann. § 37-13-92, Miss. Admin. Code 7-3: 7.1, State Board Policy Chapter 7, Rule 7.1, and the Guidelines for Alternative/High School Equivalency School Programs

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The District's Alternative Program provides MDE auditors with academic documents related to four (4) students in the current classroom (three [3] regular education students and one student identified as a special needs student with an Individual Education Program [IEP]), as well as other documents of students that were placed at the alternative school program prior to MDE visit. The academic documentation failed to comply with Miss. Admin. Code 7-3: 7.1, State Board Policy Chapter 7, Rule 7.1, and the Individual with Disabilities Education Act (IDEA). The areas of noncompliance include:	The North Bolivar Consolidated School District will ensure that all necessary accommodations, modifications, related services, and supplementary aids and services needed for a student with a disability to benefit from the educational program is provided in the alternative school program through the use of the program's Student Intake packet and Individual Instructional Plans.	Assistant Superintendent Alternative School Director SPED Director Principals	Completed student intake packets and Individualized Instructional Plans	February 28, 2023
Three (3) out of the four (4) academic documents reviewed failed to provide the student with a full academic day of 330 minutes of instruction in courses required for graduation.	Daily schedules will be provided for all alternative program students to ensure a full academic day of 330 minutes.	Assistant Superintendent Alternative School Director SPED Director Principals	Student schedules	February 28, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District District Number: 0617 Date CAP Approved by Local School Board: 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
One (1) out of the (4) academic documents reviewed included an incomplete IEP with limited services provided and failed to include a report of progress or documentation to support related services as required by the IEP.	Certified special education teachers will provide special education services to students with disabilities and ensure that accommodations, modifications, and number of minutes of instruction are all identified in all lesson plans for students with IEPs and include a statement of the transition service needs of the student that focuses on the students' courses of study.	SPED Director Alternative School Director Principals	Master schedules Lesson plans IIPs IEPs	February 28, 2023
The District's Alternative Program provided the MDE auditor an additional IEP that had been recently completed; however, it failed to include a report of progress of documentation to support related services as required.	Students with disabilities will receive accommodations, modifications, and number of instructional minutes; documentation of progress will be available to support related services as required.	SPED Director Alternative School Director Counselors Principals	IEPs	February 28, 2023
Counseling services are provided; however, the counseling log and school's related services log failed to identify types of services provided to students enrolled at the alternative school. The District failed to provide documentation regarding time in or time out from those visits.	The District will ensure that counseling services are provided and that counselors utilize a log to notate services provided, along with time in and time out visits. The District will ensure that certified teachers, special education teachers, counselors, and other District and School personnel are providing services to the students in the alternative school program.	SPED Director Counselors Alternative School Director Principals Principals Counselors	Service/Sign-in and out logs	February 28, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
During the classroom observation, there was no evidence of face-to-face instruction. A teacher assistant facilitated and aided students.	The District will ensure that certified teachers, counselors, and other district and school personnel are providing services to the students in the alternative school program.	Alternative School Director Principals Counselors SPED Director Assistant Superintendent Superintendent	Schedules Sign-in and out sheets Service logs	February 28, 2023
The District failed to provide documentation that the District makes an individualized assessment and evaluation of students placed in the alternative school program within five (5) to ten (10) days.	The District will ensure that all students in the alternative school program are evaluated to track student progress toward completion and to identify additional interventions in accordance with the students' Individualized Instruction Plan (IIP).	Alternative School Director Principals Assistant Superintendent	Assessment Data/Reports	February 28, 2023
Students placed in the alternative school program are housed on a school campus in a classroom on a wing where there is limited lighting in the hallway. The classroom appeared disorganized and not conducive for learning.	The District will ensure that the alternative program environment is safe, clean, and conducive to learning.	Alternative School Director Superintendent	Observation	February 28, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District District Number: 0617 Date CAP Approved by Local School Board: 12/19/22

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Standard 24: Each classroom teacher, excluding vocational teachers whose class periods exceed 50 minutes, has an unencumbered period of time during the teaching day to be used for individual or departmental planning.

24.1: If the school utilizes a traditional six-period or seven-period day schedule, the instructional planning time provided for secondary teachers is a minimum of 225 minutes per week, exclusive of lunch period. If the school utilizes any form of a modular/block schedule, the instructional planning time provided is a minimum of either 225 minutes per week or an average of 225 minutes per week per instructional cycle, exclusive of lunch period.

24.2: Instructional planning time for the elementary school teacher is no less than 150 minutes per week, exclusive of lunch period.

REGULATIONS: 7 Miss. Admin. Code Pt. 3, Ch. 2, R.2.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The school district is noncompliant with standard 24.1 based on the 2021-2022 personnel edit report. The District failed to provide one (1) secondary teacher with the minimum instructional planning time.	Each principal/counselor will create master schedules that will reflect the required amount of minutes per week of instructional planning time for all teachers. The principals will submit a copy of the master schedule to the Assistant Superintendent and Superintendent for review.	Principals Counselors Assistant Superintendent	Master schedule	January 31, 2023
	The MSIS contact and Database manager will ensure that an accurate schedule for each school is uploaded successfully.	MSIS Contact Database Manager	Personnel Edit Report	January 31, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District District Number: 0617 Date CAP Approved by Local School Board: 12/19/22

Standard 25: Individual teachers (grades 9-12) are limited to three (3) course preparations per scheduling cycle or five (5) in the same subject/content area. Any request for an exception must be submitted in writing to the Commission on School Accreditation for review and action.

REGULATIONS: 7 Miss. Admin. Code Pt. 3, Ch. 2, R.2.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The school district is noncompliant with standard 25.0 based on the 2021-2022 personnel edit report. The District failed to limit one (1) teacher to three (3) course preparations per scheduling cycle or five (5) in the same subject/content area.	Each principal/counselor will create master schedules that will reflect the required amount of minutes per week of instructional planning time for all teachers. The principals will submit a copy of the master schedule to the Assistant Superintendent and Superintendent for review. The MSIS contact and Database manager will ensure that an accurate schedule for each school is uploaded successfully.	High School Principal High School Counselors Assistant Superintendent Superintendent	Master schedule Master schedule Personnel Edit Report	January 31, 2023 January 31, 2023 January 31, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District District Number: 0617 Date CAP Approved by Local School Board: 12/19/22

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Standard 30: The school district provides clean/sanitary facilities in a safe and secure environment. All classrooms in each school will be air-conditioned.

REGULATIONS: Miss. Code Ann. § 37-7-301(c)(d)(j), §§ 37-11-5 and 49, and § 45-11-101

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Brooks Elementary School				
Kitchen/Dining Area Missing door closer on kitchen door. No fire safety training for kitchen staff. Expired boiler certificate.	The North Bolivar Consolidated School District will repair or replace all damaged door closers in the kitchen area at Brooks. Fire safety training was provided for the kitchen staff An updated boiler certificate is posted near equipment.	Principal Maintenance Department Nutrition Director	Repaired or replaced door closers Training agenda, sign-in sheet, minutes Posted certificate	Complete and ongoing - Ready for visit
First and Second Grade Hall Room 2 had more than 20% of its walls covered with paper.	No more than 20% of the walls in Room 2 are covered with paper.	Principal Academic Coach Assistant Superintendent	Documented observation	January 31, 2023
Kindergarten Building Discharged portable fire extinguisher on the west end of hall. Damaged fencing and gates on the west end of the school.	The district will ensure all hallways have fire extinguishers.	Maintenance Department Superintendent Maintenance Department	Documented observation	January 31, 2023

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Exterior: Damaged fencing and gates on the west end of the school.	The North Bolivar Consolidated School District will repair and replace the fences/gates at Brooks.	Maintenance Department Superintendent	Repaired/replaced fence	Complete and ongoing - Ready for visit
I.T. Montgomery Elementary School: Interior Electrical extension cord being used as a power source and power strips plugged into power strips in the main office in Rooms 6 and 9.	The district and school will conduct regular checks to ensure extension cords and power strips are being used properly.	Principal Maintenance Department	Safety Checklist	
Sticking exit doors by cafeteria (short hall) and outside of Room 1.	The District will repair or replace all damaged door closers.	Maintenance Department	Repaired/replaced door closers	
Unsecured hall gates.	The school will conduct regular checks to ensure all hall gates are secure.	Principal Lead Teacher	Safety checklist	
Second means of egress window was not labeled in Room 9.	All egress windows will be labeled throughout the schools and district.	Maintenance Department	Safety checklist	
Kitchen/Dining Area Low batteries in the exit signs.	Exit signs' batteries will be checked and replaced on a regular basis.	Maintenance Department	Safety checklist	
Discharged and expired portable fire extinguisher observed.	Fire extinguishers will be checked and replaced on a regular basis.	Maintenance Department	Safety checklist	
No boiler certificates posted.	Updated boiler certificates posted.	Maintenance Department	Posted certificates	

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
I.T. Montgomery (Continue) Library/Fifth and Sixth Grade Halls	The North Bolivar Consolidated School District will repair or replace sticking doors.	Maintenance Department	Repaired or replaced door closers	Complete and ongoing - Ready for visit
Sticking exit door outside library.	The district and school will provide a permanent power sources where electrical extension cords are being used and verify all power strips plug directly into a permanent power source.	Principal Maintenance Department	Safety checklist	
Power strip plugged into a power strip in library and in Rooms 26, 27, and 28.	The district will repair/replace library water fountain.	Maintenance Department	Repaired/replaced water fountain	
Inoperable water fountain.	The district will replace batteries in exit signs as needed as well as replace all inoperable lights.	Maintenance Department	Operable exit signs and lights	
Inoperable exit sign. Inoperable lights in Room 26 and emergency lights outside room 29.	The district will verify that all second means of egress windows are labeled and kept unobstructed.	Principal Maintenance Department	Labeled egress window	
Second means of egress window was not labeled in Room 30.				

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
K, 1st, and 2nd Grade Hall/Gym	The district will repair or replace all sticking doors.	Maintenance Department	Repaired/replaced doors	Complete and ongoing-Ready for visit
Sticking panic hardware on exit doors.	The district will replace batteries in exit signs as needed as well as replace all inoperable lights.	Maintenance Department	Operable lights	
Inoperable emergency light on the south end of main hall.	The district and school will provide a permanent power source where electrical extension cords are being used and verify all power strips plug directly into a permanent power source.	Principal Maintenance Department	Safety checklist	
Inoperable lights in Rooms 13, 15, and 6 restrooms.				
Power strips plugged into power strips in Rooms 11, 18, 19, and 22.				
Second means of egress door sticking in Rooms 11 and 23.	The district and school will verify that all egress doors operate properly.	Maintenance Department	Safety checklist	
Exposed wires in the custodian closet.	The district will provide covers for all exposed wires in the custodians' closet.	Maintenance Department	Covered wires	
Expired portable fire extinguisher in the northwest corner of the gymnasium.	The district will replace all expired portable fire extinguishers.	Maintenance Department	Safety checklist	
Playground Insufficient fall surfacing material. Water standing behind the cafeteria (draining issues).	The district will address drainage problem and reinstall a sufficient amount of fall surfacing materials on playground.	Maintenance Department	Sufficient fall materials Repaired drainage	

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
(Central Office) John F. Kennedy Main Building Power strip plugged into a power strip in the Student Services Coordinator office.	The district and school will provide a permanent power source where electrical extension cords are being used and verify all power strips plug directly into a permanent power source.	Maintenance Department	Safety checklist	Complete and ongoing-Ready for visit
Carpentry Shop Exposed wires in storage rooms (east wall) in carpentry shop. No emergency lighting in the carpentry shop.	The district will provide covers for all exposed electrical wires. The district will replace all inoperable lights.	Maintenance Department Maintenance Department	Covered wires Operable lights	
Alternative Classroom Unprotected electrical outlet behind the teacher desk.	The district will install emergency/exit lights in the carpentry shop. The district will provide covers for all unprotected electrical outlets.	Maintenance Department Maintenance Department	Operable emergency lights Covered electrical outlets	

Please use additional sheets as needed.

Corrective Action Plan

District Name: North Bolivar Consol. School District **District Number:** 0617 **Date CAP Approved by Local School Board:** 12/19/22

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Northside High School</p> <p>Interior</p> <p>Missing ceiling tile in the restroom</p> <p>Missing drain covers</p> <p>Missing breaker box cover</p> <p>Expired portable fire extinguisher</p> <p>Gymnasium</p> <p>Emergency light inoperable</p> <p>Missing light switch plate</p> <p>Peeling paint on the locker room floors</p> <p>Missing lavatory</p> <p>Inoperable urinal</p> <p>Dirty locker rooms</p> <p>Paint in sink</p> <p>Additional portable fire extinguisher needed on the playing surface</p> <p>Classrooms</p> <p>Labeled egress windows</p> <p>Inoperable lights</p> <p>Power strips misuse</p> <p>Missing door closers</p> <p>Unprotected electrical outlets</p> <p>Safety training needed for cafeteria workers</p>	<p>The district will make all repairs and replacements where needed to ensure a safe and secure environment in all schools. These repairs and replacements include:</p> <ul style="list-style-type: none"> -missing ceiling tiles -drainage covers -breaker box covers -inoperable lights -light switch plates -peeling paint -inoperable urinals and lavatory -fire extinguishers <p>The district will ensure that all means of egress windows are labeled and kept unobstructed. The district will replace all inoperable lights. The district will provide a permanent power source and verify all power strips plug directly into a permanent power source for proper usage. The district will repair or replace door closures. The district will provide covers for all unprotected electrical outlets.</p>	<p>Maintenance Department</p>	<p>Repaired or replaced items</p> <p>Operable lights, urinals, and fire extinguishers</p> <p>Replaced drain and breaker box covers</p> <p>Clean, sanitized locker rooms</p>	<p>Complete and ongoing - Ready for visit</p>
	<p>The district provided safety training for cafeteria workers.</p>	<p>Food Service Director</p>	<p>Training agenda, sign-in sheet, minutes</p>	

Please use additional sheets as needed.

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
Summary of State Board of Education Agenda Items
Consent Agenda
March 9, 2023

OFFICE OF ACCREDITATION

H. 9. Corrective Action Plan for Richton Separate School District in Accordance with Accreditation Policy 2.8.1

Executive Summary

In accordance with Accreditation Policy 2.8.1 of the *Mississippi Public School Accountability Standards, 2022*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies. The school district is required to submit a Corrective Action Plan within sixty (60) days of notification. In accordance with Policy 2.8.1, the State Board of Education implements the program of development in each district in accordance with Miss. Code Ann. § 37-17-6(11).

The Richton Separate School District was assigned a PROBATION status by the Commission on School Accreditation on October 31, 2022. The district failed to submit the CAP to the Mississippi Department of Education by the deadline established by the Office of Accreditation. Each program office has reviewed the section(s) of the CAP applicable to its office and has approved the corrective actions and timelines provided by the school district.

The Richton Separate School District currently has the following issues of noncompliance with accreditation policies and process standards on record:

- Process Standard 3 – Personnel Appraisal System
- Process Standards 3 and 3.2 – Personnel Appraisal System: Principal and Administrator Evaluations
- Process Standards 3 and 3.3 – Personnel Appraisal System: Teacher Evaluation
- Process Standards 3 and 3.4 – Personnel Appraisal System: Counselor Evaluation
- Process Standards 3 and 3.5 – Personnel Appraisal System: Annual Employee Performance Data

Recommendation: Approval

Back-up material attached

Corrective Action Plan

District Name: Richton School District

District Number: 5620

Date CAP Approved by Local School Board: 2/13/2023

Standard 3: The school district implements an annual, formal personnel appraisal system for licensed staff that includes assessment of employee on-the-job performance.

- 3.1: Superintendent Evaluation using the assessment benchmarks established by the Mississippi School Boards Association (MSBA) and consistent with assessment components defined in Miss. Code Ann. § 37-7-301.
 - 3.2: Principal and Assistant Principal Effectiveness using the Professional Growth System (PGS) for Administrators.
 - 3.3: Teacher Effectiveness using the Professional Growth System (PGS) for Teachers.
 - 3.4: Counselor Effectiveness using the Professional Growth System (PGS) for Counselors.
 - 3.5: Annual employee performance data shall be submitted to the MDE following the guidelines in the MDE Educator and Administrator Professional Growth System Guidelines. Districts shall adhere to revision dates as determined by the MDE and implement only the current version.
 - 3.6: Administrators who rate school-level administrators, counselors, librarians, and teachers, and teacher-observers shall complete an MDE-approved Professional Growth System (PGS) training.
 - 3.7: Other, non-licensed, district staff evaluations as determined by local school board policy.
- EVALUATIONS: Miss. Code Ann. §§ 37-3-46(b) and 37-7-301

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Standard 3 The school district failed to submit a Professional Growth System Data Submission Report by the deadline established by the Office of Teaching and Learning.	The District recognized it did not complete the Professional Growth System (PGS) that was required by MDE. The District sent both the high school and elementary principals to a training provided by S-RESA on the Professional Growth System Model.	Superintendent Principals SPED/ Federal Program Director	Complete formal evaluations one (1) time a year. All teachers should receive one (1) formal, announced observation and two (2) informal, unannounced observations, per the PGS Teacher Growth Rubric Guidebook.	January 2023 - ongoing January 2023
3.2, 3.3, 3.4, and 3.5	The District also has purchased the School Status Software for the 2022-2023 school year. This software allows the school administration to conduct evaluations that can be sent to MDE on all required personnel in the district.			August 2022