

**OFFICE OF CHIEF ACCOUNTABILITY OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**February 17, 2022**

**OFFICE OF ACCREDITATION**

- L. Approval of Corrective Action Plans (CAPs) for Districts assigned a PROBATION or WITHDRAWN status in accordance with Accreditation Policy 2.8.1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the *Mississippi Public School Accountability Standards, 2021*, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies.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. George County School District
3. Hazlehurst City School District
4. Jackson Public School District
5. Leland School District
6. Newton Municipal School District
7. North Bolivar Consolidated School District
8. Wayne County School District
9. Wilkinson County School District

\*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**  
**February 17, 2022**

**OFFICE OF ACCREDITATION**

L. 01. 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the *Mississippi Public School Accountability Standards*, 2021, a school district that has been assigned a PROBATION or WITHDRAWN accreditation status must submit a Corrective Action Plan (CAP) with defined timelines in which to correct the district's deficiencies.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 19, 2021. 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 4 and 4.0 – Annual Financial Audit: Timely Submission of Annual Audit Reports
- Process Standards 4 and 4.1 – Annual Financial Audit: Fixed Asset System
- Process Standards 4 and 4.2 – Annual Financial Audit: No Less Than Zero Fund Balance
- Process Standards 4 and 4.6 – Annual Financial Audit: Compiling and Reporting Financial Data
- Process Standard 15 – Professional Development Plan

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: 12/07/21

**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

District Name: Carroll County School District      District Number: 0800      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The district is not in compliance with Standard 4 based on the audit report for the fiscal year ending June 30, 2016. 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.</p> <p>The district did not submit their fiscal year audit report by the deadline, March 31, 2017. A letter of warning has been issued to the school district and placed in the district file.</p>	<p>The CCSD will ensure annual financial audits are completed no later than nine months after the end of the district's fiscal year by doing the following:</p> <ul style="list-style-type: none"> <li>Gaining board approval of contract for audit agency prior to the end of the fiscal year</li> <li>Scheduling audit dates with the agency within two months of the close of the fiscal year</li> <li>Regular communication with the audit agency</li> </ul>	<p>Superintendent Business Manager School Board</p> <p>Superintendent Business Manager</p>	<p>Agenda, Minutes, Contract</p> <p>Email correspondence</p>	<p>June 30, 2021</p> <p>August 31, 2021</p>
		<p>Superintendent Business Manager</p>	<p>Audit Report</p>	<p>April 30, 2021</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The district is not in compliance with Standard 4 based on the audit report for the fiscal year ending June 30, 2017. 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.</p> <p>The district did not submit their fiscal year audit report by the deadline, March 31, 2018. A letter of warning has been issued to the school district and placed in the district file.</p>	<p>The CCSD will ensure annual financial audits are completed no later than nine months after the end of the district's fiscal year by doing the following:</p> <ul style="list-style-type: none"> <li>Gaining board approval of contract for audit agency prior to the end of the fiscal year</li> <li>Scheduling audit dates with the agency within two months of the close of the fiscal year</li> <li>Regular communication with the audit agency</li> </ul>	<p>Superintendent Business Manager School Board</p> <p>Superintendent Business Manager</p>	<p>Agenda, Minutes, Contract</p> <p>Email correspondence</p>	<p>June 30, 2021</p> <p>August 31, 2021</p> <p>Ongoing</p>

## Corrective Action Plan

District Name: Carroll County School District      District Number: 0800      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The district is not in compliance with Standard 4 based on the audit report for the fiscal year ending June 30, 2018. 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.	The district did not submit their fiscal year audit report by the deadline, March 31, 2019. A letter of warning has been issued to the school district and placed in the district file.			

## Corrective Action Plan

District Name: Carroll County School District      District Number: 0800      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The district did not submit their fiscal year audit report by the deadline, September 30, 2020. A letter of warning has been issued to the school district and placed in the district file. This is the 4th consecutive violation.	The district hired a new technology director in FY21 to handle fixed assets. The director is working with the business manager to properly gain Board approval for disposals, to correctly record assets, and complete transfer paperwork correctly.	Business Manager Technology Director	Asset List Board Minutes	June 30, 2022
The district is not in compliance with Standard 4.1. The district's assets were not properly recorded on the books, and were not categorized correctly in the 2016 audit.	The district's FY2017 audit report indicates a violation of Standard 4.1. The district lacks appropriate controls to ensure all asset procedures are implemented and properly recorded.			
	The district's FY2018 audit report indicates a violation of Standard 4.1. This report indicates assets were not properly recorded, disposal forms were not completed, out of a sample of 16 assets pulled, four did not have tags, one could not be identified and one could			

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Carroll County School District      Date Approved by Local School Board: \_\_\_\_\_ 12/07/21

District Number: \_\_\_\_\_ 0800

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
not be found; transfer reports were also not completed.				
The FY19 audit report indicates a fixed asset system of accountability is not in place. The district lacks appropriate controls to ensure all asset procedures are implemented and properly recorded.				
The FY16 audit report indicates a violation of Standard 4.2. The general fund has had a negative beginning fund balance that has been brought forward for several years.	The district is working on building a 7% fund balance by minimizes the negative debt each fiscal year. This negative balance has been brought forward several years.	Business Manager Superintendent	Budget	June 30, 2022
The FY17 audit report indicates a violation of Standard 4.2. The general fund has had a negative beginning fund balance that has been brought forward for several years.				
The FY18 audit report indicates a violation of Standard 4.2. The general fund has had a negative beginning fund balance that has been brought forward for several years.				

## Corrective Action Plan

District Name: \_\_\_\_\_ Carroll County School District      District Number: \_\_\_\_\_ 0800      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The FY19 audit report indicates a violation of Standard 4.2. The general fund has had a negative beginning fund balance that has been brought forward for several years.</p>	<p>The FY16 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.</p>	<p>The district hired a new business manager in 2018 to correct consecutive audit findings. The original budget has been submitted for Board approval each year after FY17.</p>	<p>The FY17 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.</p>	<p>Accounts receivable, payroll, and accruals have been adjusted to reflect correct end of the year balances.</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The FY19 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 are being made on time, payroll and payables are correctly being calculated to reflect correct balances.			Ongoing June 30, 2022
The district was found to be noncompliant with Standard 4.7 based on the FY19 financial audit report. The general fund had a negative beginning fund balance that has been brought forward several years.	The district is working on building a 7% fund balance by minimizes the negative debt each fiscal year. This negative balance has been brought forward several years.	Superintendent Business Manager	Budget Reports	

Please use additional sheets as needed.

Page 8 of 8

## Corrective Action Plan

District Name: Carroll County School District      District Number: 0800      Date CAP Approved by Local School Board: 12/07/21

**Standard 15:** The school district implements a professional development program aligned with the Learning Forward Standards for Professional Learning. (Districts Meeting the Highest Levels of Performance are exempted.)

**REGULATIONS:** Miss. Code Ann. § 37-17-8 and Miss. Admin. Code 7-3: 44.1, State Board Policy Chapter 44, Rule 44.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The on-site investigative audit conducted June 11- August 26, 2019 revealed the District does not have a professional development plan.	<p>Pursuant to Miss. Code Ann. § 37-17-8 and Miss. Admin. Code 7-3: 44.1, State Board Policy Chapter 44, Rule 44.1, the school district implements a professional development program aligned with the Learning Forward Standards of Professional Learning.</p> <p>Administration shall provide the following documentation for the 2019-2020, 2020-2021 and 2021-2022 school years to verify professional development program implementation:</p> <ul style="list-style-type: none"> <li>District Professional Development Plan with calendar included and board approval</li> <li>Schedule of regularly scheduled professional development meetings</li> </ul>	<p>District Administrators and School Board</p> <p>District and school administrators</p>	<p>District Professional Development Plan and Board Agenda and Minutes</p> <p>Schedules</p>	January 31, 2022 January 31, 2022

Page 1 of 2

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	Agendas and sign in sheets for regularly scheduled professional development meetings	District and school administrators	Agenda, Sign In, and Minutes	Ongoing
	List of teacher committee assignments to various leadership teams	School level administrators	Committee lists	January 31, 2022
	School schedule that reflects leadership meeting dates and times	School level administrators	Schedules	January 31, 2022
	Sign in sheets and agendas for professional development meetings for administrators	District and school administrators	Agenda, Sign In, and Minutes	Ongoing
	Evaluation of the 2019- 2020, 2020- 2021 and 2021-2022 Professional Development Plan	District and school administrators	Evaluation Surveys	June 30, 2022

Please use additional sheets as needed.

**OFFICE OF CHIEF ACCOUNTABILITY OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**February 17, 2022**

**OFFICE OF ACCREDITATION**

L. 02. 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, 2021*, 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 19, 2021. 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:

- 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 2.3, 2.3.1 and 2.3.2 – Licensed Professional Staff: Librarian
- Process Standard 2.4 – Licensed Professional Staff: Student Support Services
- Process Standards 3 and 3.3 – Personnel Appraisal System: Teacher Evaluation
- Process Standards 3 and 3.4 – Personnel Appraisal System: Counselor Evaluation
- Process Standards 6 and 6.1 – Residency Verification

- Process Standards 6 and 6.2 – Immunization Requirements
- Process Standards 7 – Transfer Policies
- Process Standard 8 – Student Records
- Process Standard 9 – Strategic Planning
- Process Standard 13 – Academic Year
- 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 15 – Professional Development Plan
- Process Standard 16 – Statewide Assessment System
- Process Standards 17 and 17.1 – State and Federal Programs: Early Childhood (Kindergarten)
- Process Standards 17 and 17.2 – State and Federal Programs: Pre-Kindergarten
- Process Standards 17 and 17.3 – State and Federal Programs: Career-Technical Education
- Process Standards 17 and 17.4 – State and Federal Programs: Special Education
- Process Standards 17 and 17.5 – State and Federal Programs: Child Nutrition
- Process Standards 17 and 17.6 – State and Federal Programs: Elementary and Secondary Education Act (ESEA)
- Process Standards 17 and 17.8 – State and Federal Programs: Gifted Education
- Process Standard 18 – Library/Media Center and Services
- Process Standard 19 – Textbook Requirements
- Process Standard 20 – Instructional Management System
- Process Standard 21 – Academic Promotion/Retention/Progression
- Process Standard 22 – Alternative Education Program
- Process Standard 26 – High School Curriculum
- Process Standard 27 – Elementary Curriculum
- 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

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

**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 consistently found the following deficiencies: <ul style="list-style-type: none"><li>• Salaries reported in employee contracts differ with the salaries reported in the MSIS Personnel/Accreditation Data Report for 2018 – 2019.</li><li>• Salaries reported for employees in the MSIS Personnel/Accreditation Data Report and in employee contracts could not be matched to the district pay scales.</li></ul>	The Superintendent, Chief Financial Officer, MSIS Primary, and Human Resources Department will coordinate to ensure the following: <ul style="list-style-type: none"><li>All salaries reported in MSIS reflect contracted amount with the exception of employees who terminate contract resulting in time and salary being adjusted in MSIS accordingly.</li><li>Contracted salaries match board approved district pay scales and prorated contract salaries will be determined by days employed and years of experience.</li><li>All valid employees are issued one contract or agreement.</li></ul>	Superintendent Chief Financial Officer  MSIS Primary District and School Level employees responsible for entering MSIS personnel data	SIS Reports, MSIS Personnel Reports, Human Resources Reports, approved school board minutes, and Contracts will be reviewed and compared to ensure accuracy and consistency in reporting.	MDE MSIS Personnel September 30, 2021 and December 5, 2021 February 28, 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>Contracts did not indicate the number of years of experience.</li> <li>The District failed to provide supplemental contracts for every individual receiving an additional salary for other duties. Therefore, the MDE is unable to verify whether the District reported all employee supplements in MSIS for these individuals.</li> <li>The District had teachers being paid below the starting salaries of the District's pay scale for their respective license classification.</li> </ul>	<p>The MSIS Personnel Reference Manual be disseminated and reviewed with persons responsible for MSIS personnel data entry.</p> <p>Persons responsible for MSIS personnel data entry attend MDE MSIS Personnel trainings.</p> <p>All data will be reported accurately and in compliance with MSIS reporting procedures. All reported personnel data be consistent. Personnel information approved by the school board shall be consistent with information reported in contracts and in the MSIS report.</p> <p>Supplemental contracts/agreements are issued to all employees who perform additional paid duties.</p> <p>All staff will be paid at the starting salaries of the District's pay scale for their respective license classification based on days employed and years of experience.</p> <p>All salaries will be reported accurately in MSIS.</p>	<p>District and School Level employees responsible for maintaining List of Staff and Master Schedules in SIS</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
School/Location Findings: -The District failed to provide contracts for employees reported in MSIS. -The District provided contracts for employees not reported in MSIS. -The District provided two (2) different contracts for employee not reported in MSIS. -The District provided a List of Staff that did not match employees reported in MSIS. -Employees on the List of Staff are not on the Master Schedule. -Employees were on Master Schedule but not on List of Staff. -Employees were on Master Schedule but not reported in MSIS. -Employees were reported in MSIS but not on the Master Schedule. -Employees' salary on contract did not match the salary reported in MSIS.	Approved job descriptions are developed, reviewed, and on file for all positions, including all additional duties assigned to employees. Each employee shall have an approved job description that accurately describes his/her job duties and qualifications.	The District reviews job descriptions, work assignments and duties, as well as contracts and salaries, to ensure that all employees have been accurately reported on the MSIS Personnel/Accreditation Data Report, and that employee contracts substantiate the same data.	District will ensure that the List of Staff and Master Schedules in the SIS be kept current. All inactive staff will be removed from List of Staff and Master Schedule. All active staff will be included in the List of Staff. All Instructional/certified staff will be included in the Master Schedule in the SIS.	

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: \_\_\_\_\_ Date: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	Weekly procedural corrective action reminders will be disseminated to district and school level employees that target findings.			The accounting software currently being utilized does not allow for years of experience to be generated on the electronic contract. Requests have been submitted to the vendor for a development change that would allow for years of experience to be generated on contracts. District will provide a listing/report that includes Years of Experience in addition to the contracts.

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: 12/07/21

**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 (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	07/01/21-09/22/21

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: \_\_\_\_\_ 12/07/21

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"> <li>• The (former) Superintendent failed to ensure that all data reported to the MDE are true and accurate as verified by supporting documentation on file in the District. (See also Accreditation Policy 2.1)</li> <li>• The (former) Superintendent failed to implement appropriate standards of governance. (See also Process Standards 1.2 and 1.3)</li> </ul>	<p>The District Data Coordinator held a training on July 29, 2021 with all MISIS Clerks, Registrars, and Counselors.</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>Secondary Curriculum Director</p> <p>Superintendent</p>	<p>The District Data Coordinator followed up by visiting each school</p> <p>Attendee Survey</p>	<p>07/29/21 &amp; 7/29/21</p> <p>07/01/21 - 09/22/21</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 (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)</p>			

Please use additional sheets as needed.

Page \_\_\_\_\_ of \_\_\_\_\_

## Corrective Action Plan

District Name: \_\_\_\_\_ George County School District      District Number: \_\_\_\_\_ 2000      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>The (former) Superintendent failed to ensure that all graduating seniors of school year 2018-2019 met all graduation requirements. (See also Process Standard 14)</li> </ul>	<p>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.</p>	Secondary Curriculum Director	Professional Development Survey	07/28/21
<ul style="list-style-type: none"> <li>The (former) Superintendent failed to implement a professional development program aligned with the Learning Forwards Standards for Professional Learning. (See also Process Standard 15)</li> </ul>	<p>The Secondary Curriculum Director developed the GCSD Professional Learning Plan. It was board approved at the 10/05/21 board meeting.</p>	Secondary Curriculum Director	Board Approved Professional Development Plan	10/05/21
<ul style="list-style-type: none"> <li>The (former) Superintendent failed to ensure compliance with regulations for Career and Technical Education. (See also Process Standard 17.3)</li> </ul>	<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>	Superintendent	Attendee Survey	07/01/21 - 09/22/21

Please use additional sheets as needed.

Page 3 of 7

## Corrective Action Plan

District Name: \_\_\_\_\_ George County School District      District Number: \_\_\_\_\_ 2000      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>The (former) Superintendent failed to ensure compliance with the Individuals with Disabilities Education Act. (See also Process Standard 17.4)</li> </ul>	<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>	Superintendent	Attendee Survey	07/01/21-09/22/21
<ul style="list-style-type: none"> <li>The (former) Superintendent failed to ensure compliance with Child Nutrition regulations. (See also Process Standard 17.5)</li> </ul>	<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>	Superintendent	Attendee Survey	07/01/21-09/22/21
<ul style="list-style-type: none"> <li>The (former) Superintendent failed to ensure compliance with the Elementary and Secondary Education Act as amended by the Every Student Succeeds Act of 2015 (ESSA). (See also Process Standard 17.6)</li> </ul>	<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>	Superintendent	Attendee Survey	07/01/21-09/22/21

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>As the educational leader of the District, the (former) Superintendent failed to implement an instructional management plan that clearly defines the academic goals necessary for improving student achievement. (See also Process Standard 20)</li> </ul>	An Instructional Management System has been developed and is now being Board approved every year.	Secondary Curriculum Director	Board Approved Instructional Management System can be viewed on the District Website	08/03/21
<ul style="list-style-type: none"> <li>The (former) Superintendent failed to comply with established District policies and procedures that define criteria for the academic promotion/progression/retention of students. The George County School District failed to implement a uniform grading policy. (See also Process Standard 21)</li> </ul>	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	07/01/21-09/22/21
<ul style="list-style-type: none"> <li>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)</li> </ul>	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:  Transportation	District Administrators	The Local School Leadership Team is given an opportunity at the end of the site visit to give feed back to the District Personnel	2020-2021

Please use additional sheets as needed.

Page 5 of 7

## Corrective Action Plan

District Name: \_\_\_\_\_ George County School District

District Number: \_\_\_\_\_ 2000 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>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)</li> </ul>	Child Nutrition Safety and Security Facilities Human Resources Technology SPED TST Business Department Curriculum and Instruction Cumulative Records Federal Programs School Nurse Counselors Gifted Library		Superintendent Superintendent	January 2020 Monthly board meetings Board Approved organizational chart of responsibilities Training Certificates of Completion School Board Members

Please use additional sheets as needed.

Page 6 of 7

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
prescribed by law.  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, 16, and 21)	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 MSBA Fall Leadership Conference in November 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: 12/07/21

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	9/10/21- 2/1/22

Please use additional sheets as needed.

Page 1 of 6

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 2000 \_\_\_\_\_ Date: 12/07/21

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.	6/01/21 - 9/7/21
	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	1/01/20
	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	1/01/20

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County      District Number: \_\_\_\_\_ 2000      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

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"> <li>• Ensuring that all data reported to the MDE are true and accurate (See also Accreditation Policy 2.1);</li> <li>• Ensuring implementation of appropriate standards of governance (See also Process Standards 1.2 and 1.3);</li> <li>• 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);</li> <li>• Ensuring all graduating seniors of school year 2018- 2019 met all graduation requirements (See also Process Standard 14);</li> </ul>	<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>			

Please use additional sheets as needed.

Page 3 of 6

## Corrective Action Plan

District Name: \_\_\_\_\_ George County District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Ensuring the District implements a professional development program aligned with the Learning Forwards Standards for Professional Learning. (See also Process Standard 15) <ul style="list-style-type: none"><li>• Ensuring compliance with regulations for Career and Technical Education (See also Process Standard 17.3);</li><li>• Ensuring compliance with the Individuals with Disabilities Act (See also Process Standard 17.4);</li><li>• Ensuring compliance with Child Nutrition regulations (See also Process Standard 17.5);</li><li>• Ensuring compliance with the Elementary and Secondary Education Act as amended by the Every Student Succeeds Act of 2015 (ESSA) (See also Process Standard 17.6);</li><li>• Implementing an instructional management plan that clearly defines the academic goals necessary for improving student achievement (See also Process Standard 20);</li></ul>				

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County District Number: \_\_\_\_\_ 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>• Ensuring that school facilities are maintained according to standards for clean, safe, and orderly schools (See also process Standards 30 and 31); and</li> <li>• 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).</li> </ul>	<p>The MDE received a complaint from a parent regarding the way grades were being transferred from the community college to the student's record at the high school for dual enrollment courses have been added to the GCHS Student Handbook and have been board approved.</p> <p>The MDE received a complaint from a parent regarding the way grades were being transferred from the community college to the student's record at the high school for dual enrollment and dual credit courses. The District's 2019-2020 student handbook states on page 20, "Dual Enrollment Courses taken on the college campus that are also offered on the GCHS campus as Dual Credit will be weighted at Level Two Course. Dual Enrollment Courses taken on the college campus that are not offered on the GCHS campus are not weighted." The handbook provides a weighting scale to be applied for dual credit and dual</p>	<p>Secondary Curriculum Director</p>	<p>The GCHS Student Handbook can be viewed on the District &amp; School Website</p>	<p>9/07/21</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
enrollment courses. However, the District failed to follow the handbook and assigned the student what appeared to be a fix grade for all courses. (See also Process Standard 21.1.)				

Please use additional sheets as needed.

Page 6 of 6

## Corrective Action Plan

District Name: \_\_\_\_\_ George County District School      District Number: \_\_\_\_\_ 2000      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

**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
The Board failed to effectively perform its duties in accordance with applicable federal and state statutes, State Board of Education Policies, and process standards. Examples include, but are not limited to, the following: <ul style="list-style-type: none"> <li>• Ensuring that all data reported to the MDE are true and accurate (See also Accreditation Policy 2.1);</li> <li>• Ensuring implementation of appropriate standards of governance (See also Process Standards 1.2 and 1.3);</li> </ul>	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 MSBA Fall Leadership Conference in November 2021.	Board Members	Training Certificates of Completion	2/16/21 - 11/16/21

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County District School      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>• 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);</li> <li>• Ensuring all graduating seniors of school year 2018-2019 met all graduation requirements (See also Process Standard 14);</li> <li>• Ensuring the implementation of a professional development program aligned with the Learning Forward Standards for Professional Learning. (See also Process Standard 15)</li> <li>• Ensuring compliance with regulations for Career and Technical Education (See also Process Standard 17.3);</li> <li>• Ensuring compliance with the Individuals with Disabilities Act (See also Process Standard 17.4);</li> <li>• Ensuring compliance with Child Nutrition regulations (See also Process Standard 17.5);</li> <li>• Ensuring compliance with the Elementary and Secondary Education Act as amended by the Every Student</li> </ul>	<p>These finding were addressed in Standard 1.1.</p>			

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County District Number: \_\_\_\_\_ 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Succeeds Act of 2015 (ESSA) (See also Process Standard 17.6); • Implementing an instructional management plan that clearly defines the academic goals necessary for improving student achievement (See also Process Standard 20); • Ensuring compliance with established district policies and procedures that define criteria for the academic promotion/progression/retention of students and implementing a uniform grading policy. (See also Process Standard 21) • 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).  Additionally, based on information obtained in confidential interviews with				

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
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: 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.) The MDE received complaints from individuals that on the night of October 28, 2019 the Board did meet but the	<ul style="list-style-type: none"> <li>-The School Board refrains from and does not interfere in the day-to-day operations of the school district.</li> <li>-An organizational chart was created with a list of the superintendent and district administrators' responsibilities.</li> <li>-All principals report to the Superintendent of Education and not the School Board.</li> </ul> <p>The School Board follows the Open Meetings Act. All School Board meetings are viewed by MDE through a live feed, including 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>Agendas and notices are posted on the school district website.</p>	<ul style="list-style-type: none"> <li>Superintendent</li> <li>Superintendent</li> <li>Superintendent</li> </ul>	<ul style="list-style-type: none"> <li>Monthly board meetings</li> <li>Board Approved organizational chart of responsibilities</li> <li>School Board</li> <li>All meetings can be attended by the public and are live streamed on the GC YouTube channel</li> </ul>	<ul style="list-style-type: none"> <li>January 2020</li> <li>Board Approved July 8, 2021</li> <li>March 2020-on-going</li> </ul>

Please use additional sheets as needed.

Page 4 of 8

## Corrective Action Plan

District Name: \_\_\_\_\_ George County      District Number: \_\_\_\_\_ 2000      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>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>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 MSBA Fall Leadership Conference in November 2021</p>			

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County      District Number: \_\_\_\_\_ 2000      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
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 asked him did he not pay attention to the				

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County District Number: \_\_\_\_\_ 2000 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
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. 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. On December 31, 2019, the Board President directed the technology coordinator to disable the email account of the outgoing superintendent and to				

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
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.				

Page 8 of 8

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: 12/07/21

**Standard 2.3:** The school district employs in each school a licensed librarian or media specialist who devotes no more than one-fourth (1/4) of the workday to library/media administrative activities.

2.3.1: If the student enrollment is 499 or less, a half-time licensed librarian or media specialist is required.

2.3.2: If the student enrollment is 500 or more, a full-time licensed librarian or media specialist is required.

### REGULATIONS: Miss. Code Ann. §§ 37-17-6(3)(a) through (e) and the Mississippi School Library Media Guide

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Process Standards 2.3, 2.3.1 and 2.3.2  The school failed to develop and utilize a library schedule that allows allotted time throughout the school week to complete management and administrative library tasks	The librarian and administrator developed a schedule that lists whole class, small group instruction, special programs, planning times and other planned library times.  The schedule is posted in the library and will also be posted on the school library's website.  The district developed a weeding, shelving and ordering procedure and policy manual.	Library Media Specialist, Office of Elementary Education and Reading,	will review the schedules and provide feedback of any necessary corrections.	December 16, 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: 12/07/21

**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
Process Standards 2.4  Two schools failed to create an advisory council, to have any annual agreement between the school counselor and principal for the 2018-2019 school year and failed to evaluate the school counselors using the counselor growth system rubric.	George County School District will schedule at least two trainings for school counselors in the areas of developing advisory councils and developing counselor/administrator annual agreements and administering needs assessments/surveys.  All schools with licensed school counselors will have an annual agreement between the school counselor and principal in place. All district administrators must attend PGs training to receive a certificate of completion.  If they currently hold a PGs completion certificate, they are not required to attend the training again.  Documented School Counselor Schedule (Daily Operations that indicate direct/indirect services being provided.	List of members of the advisory council members.  Agenda, sign in sheets, minutes and handouts from advisory council meetings.  A copy of the annual agreement between the school counselor and principal signed by the counselor and administrator.  Summary of results from counselors' need assessments given to students, staff and parents.	August 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	Documentation of a comprehensive school counseling program (i.e. binder, e-binder, ASCA National Model app/Portal, and etc.)  Qualified Student Support Services Staff (Documentation of qualifications and licenses).	Collection of PGS Completion Certificates by Administrators  Use a variety of data to support decision making and identify the needs of students and goals for the Annual Agreement (i.e. Attendance, discipline, referral, academic (retention/graduation rate) and etc.		

Please use additional sheets as needed.

Page 2 of 2

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

**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.

**REGULATIONS:** Miss. Code Ann. §§ 37-3-46(b) and 37-7-301

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: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Process Standards 3.3 & 3.4  The District failed to utilize the School Librarian Professional Growth Rubric as an evaluation tool for the school librarian.	All district administrators must attend PGS training to receive a certificate of completion.  If they currently hold a PGS completion certificate, they are not required to attend the training again.		Collection of PGS Completion Certificates by Administrators	May 2022
Process Standards 3.3 & 3.4  The District failed to implement the School Counselor Professional Growth rubric as an evaluation tool for the school counselor.	All district administrators must attend PGS training to receive a certificate of completion. District will also ensure that all school counselors have been trained on the PGS.  If they currently hold a PGS completion certificate, they are not required to attend the training again.		Collection of PGS Completion Certificates by Administrators. The Counselor PGS will have the administrator and counselor signature.	May 2022

Please use additional sheets as needed.

Page 2 of 2

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

**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.	<p>Training</p> <ul style="list-style-type: none"> <li>-Secretary, Registrar Training Meeting - July 29, 2020</li> <li>-Secretary, Registrar, Principal, Counselor Training – July 29, 2021</li> <li>-Mississippi Cumulative Folders and Permanent Records manual of Directions disseminated and reviewed at training</li> <li>-Online Tutorials for Cumulative Folders and Permanent Records Part A and Part B viewed at training July 29, 2021.</li> <li>-Updated Policies and Procedures disseminated and reviewed at training</li> </ul> <p>Corrective Action</p> <ul style="list-style-type: none"> <li>-Weekly reminders will be sent out from District Administration to target findings</li> <li>-All enrollments will be reviewed to ensure Proper proofs retained</li> <li>-All old proofs of residency are being discarded from CUM folders</li> </ul>	<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</p> <p>Spring 2021-2022</p> <p>March, 2022</p>

Please use additional sheets as needed.

Page 1 of 2

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<ul style="list-style-type: none"><li>-Cumulative Record color coded folder system implemented - colored folders were purchased and disseminated in 2019-2020 to all schools.</li><li>-Policy JBC reviewed, updated, and disseminated at trainings</li><li>-Targeted social media and website posts will be made requesting parents submit proofs of residency</li><li>-Parent contacts - phone, letters, School Status, AIM Alert calls, etc.</li></ul> <p>Periodic Audit and Review</p> <ul style="list-style-type: none"><li>-Site Visits held in 2020-2021</li><li>-Site Visits to be held in spring of 2021-2022.</li></ul>			

Please use additional sheets as needed.

Page 2 of 2

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

**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
<p>-Records failed to verify immunization compliance.</p> <p>-Records failed to contain immunization information on the cumulative folder or permanent record.</p> <p>-Record included an immunization verification date that failed to match Form 121.</p> <p>-Records contained immunization dates in pencil rather than in ink.</p> <p>-Records failed to record immunization information.</p>	<p>-Secretary/Registrar Training - July 29, 2020 to review enrollment procedures.</p> <p>-Secretary, Registrar, Principal, Counselor Training - July 29, 2021.</p> <p>-Mississippi Cumulative Folders &amp; Permanent Records Manual of Directions to be disseminated &amp; reviewed at training.</p> <p>-Online Tutorials for Cumulative Folders and Permanent Records Part A and Part B to be viewed and reviewed at training.</p> <p>-Site Visits held in 2020-2021.</p> <p>-Cumulative Records and Inserts will be purchased and disseminated.</p> <p>-Weekly reminders will be sent out from District Administration to target findings.</p> <p>-Immunization records are being corrected to be recorded in ink.</p> <p>-Students with temporary compliance are being contacted prior to noncompliance date.</p> <p>-Preliminary Immunization Compliance Reports submitted 9-16-2021.</p>	<p>District Data Coordinator/MSIS Primary</p> <p>School Registrars</p> <p>School Administrators</p> <p>School Nurses</p> <p>District Level Administration</p>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Schools continue to follow up with parents who have provided temporary immunization compliance forms.</li> <li>• Regular School audits to review cumulative records to ensure immunization is recorded properly.</li> </ul>	December 31, 2021 Spring 2021-2022

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: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<ul style="list-style-type: none"><li>-Final Immunization Compliance Reports to be submitted 12-13-2021.</li><li>-Cumulative Record color coded folder system implemented - colored folders were purchased and disseminated in 2019-2020 to all schools.</li><li>-Internal Site Visits will be held in the spring of 2021-2022 school year.</li></ul>		<ul style="list-style-type: none"><li>-Periodic internal audits will be conducted by the schools and district administration to ensure compliance.</li><li>-Internal Site Visits will be held in the spring of 2021-2022 school year.</li></ul>	

Please use additional sheets as needed.

Page 2 of 2

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

**Standard 7:** Any transfer student from a school or program (correspondence, tutorial, or home study) not accredited regionally or by a state board of education [or its designee(s)] is given either a standardized achievement test(s) or teacher-made special subject test(s) to determine the appropriate classification of the student within thirty (30) days after filing for transfer. Notice of the administering of such test(s) shall be given to the applicant not less than five (5) days prior to the date of the administration of such test.

**REGULATIONS:** Miss. Code Ann. § 37-15-33 and Miss. Admin. Code 7-3: 36.1-36.4, State Board Policy Chapter 36, Rule 36.1-36.4

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 1 The District failed to publish policies related to transfer students from a school or program not accredited regionally or by the State Board of Education in the Districts 2019-2020 student handbook for George County High School.	Finding 1 -Policy JBCDE is listed in the George County High School's Student Handbook page 27  -The GCSD School Board approved revised policy - JBCDE - Student Transfer from Non-Accredited Programs	-GCHS Administration  -Director of Secondary Curriculum and GCSD School Board	Finding 1 -Policy JBCDE has been shared with district staff and the public can view the policy located on the George County School District's website and George County High School Handbook, or obtain a copy in the school office or district office	Finding 1 Final GCSD School Board approval of Policy JBCDE was 8-10-2021
Finding 2 The Board approved policies JBCD and JBAB in 2017. However, the policies are not referenced in the student handbook for the 2019-2020 school year.	Finding 2 -Policies JBCD and JBAB are now referenced in the George County High School handbook on page 27.	George County High School Administration and the Director of Secondary Curriculum	Finding 2 -Policy JBCD and JBAB were revised and approved by the GCSD school board. Policies were shared with staff, and the public can view	Finding 2 Policy JBCD and Policy JBAB revisions were approved 9-7-2021.

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
			<p>policies on the George County School District's website, or request a printed copy at any school or district office.</p> <p>-The GCHS student handbook was revised and approved with the addition of the two policies.</p> <p>The approved George County High School handbook can viewed on-line on the school's website or a copies are available in the office of the school.</p>	The GCHS handbook was revised and approved on 9-7-2021.

Please use additional sheets as needed.

Page 2 of 2

## Corrective Action Plan

District Name: George County School District

District Number: 2000

Date CAP Approved by Local School Board: 12/07/21

**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, 2018*, and the *Mississippi Cumulative Folders and Permanent Records Manual of Directions*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>-Records failed to list daily attendance records.</li> <li>-Records failed to document enrollment and withdrawal information.</li> <li>-Permanent Records were paper copies rather than original records.</li> <li>-Records failed to contain birth certificate information and verification.</li> <li>-Records documented verification on the cumulative folder but not on the permanent record.</li> <li>-School initials were used for the birth verification rather than individual who verified.</li> <li>-Cumulative folders failed to match the permanent record.</li> <li>-Records failed to include courses taken and final grades (grade labels).</li> <li>-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.</li> </ul>	<ul style="list-style-type: none"> <li>Training Secretaries, Registrars, Administrators, Counselors, Teachers</li> <li>-Secretary, Registrar, Principal, Counselor Training held on July 29, 2020.</li> <li>-Secretary, Registrar, Principal, Counselor Training held – July 29, 2021.</li> <li>-Mississippi Cumulative Folders and Permanent Records manual of Directions will be disseminated and reviewed.</li> <li>-Online Tutorials for Cumulative Folders and Permanent Records Part A and Part B will be viewed and reviewed at training.</li> <li>-Teachers will be trained by school personnel</li> <li>Corrective Action Implemented</li> </ul>	<ul style="list-style-type: none"> <li>District Data Coordinator/MSIS Primary</li> <li>School Registrars</li> <li>School Administrators</li> <li>District Level Administrators</li> <li>School Counselors</li> </ul>	<ul style="list-style-type: none"> <li>-Schools audit individual cumulative folders and make corrections that include:</li> <li>-Making CUM and Insert Match</li> <li>-Birth Cert Verification</li> <li>-Originals and not copies</li> <li>-Enrollment and withdrawals are recorded</li> <li>-Attendance is recorded</li> <li>-Parent information recorded</li> <li>-District office administration will conduct periodic review of records.</li> </ul>	<ul style="list-style-type: none"> <li>December 31, 2021</li> <li>March, 2022</li> <li>Spring 2022</li> </ul>

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: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<p>records to be reviewed and corrected to target all findings.</p> <p>-Cumulative Record color coded folder system implemented - colored folders were purchased and disseminated in 2019-2020 to all schools.</p> <p>-Records will include scores for end of course assessments or evidence the student met one of the options in lieu of passing assessments.</p> <p>-Records will include courses taken and final grades.</p>		<p>-School Site Visits will be held annually to ensure procedure and policy are being followed.</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: 12/07/21

**Standard 9:** The school district engages in planning to review the educational status of each school in the district and to address specific actions relative to accreditation and performance separately.

### REGULATIONS: Miss. Code Ann. § 37-3-49(2)(e)

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>During confidential interviews Board members failed to articulate information about a Strategic Plan. Board member #1 indicated that they would begin working on a strategic plan once the new superintendent took office and that it was the superintendent's job to create a strategic plan.</p> <p>Board member #2 said he had not seen a strategic plan but that they had talked about one and that there "might be one". He indicated he would look into it once the new superintendent took office.</p> <p>Board member #3 said he did not know if a strategic plan existed or not and said he could not comment on the board's role in the development of a strategic plan.</p>	<ul style="list-style-type: none"> <li>-The district has begun the process of developing a 5 Year Strategic Plan.</li> <li>-Meetings are held monthly for the planning and development of the Strategic Plan.</li> <li>-Community Members</li> </ul>	<ul style="list-style-type: none"> <li>-Superintendent</li> <li>-School Board Member</li> <li>-Directors</li> <li>-Principals</li> <li>-Teachers</li> <li>-Staff</li> </ul>	<ul style="list-style-type: none"> <li>-The George County School District's 5 Year Strategic Plan will be completed and presented to the school board for approval.</li> <li>-Sign-in sheets, agendas, and evaluations from each meeting.</li> <li>-The Strategic Plan will be posted on the district website and copies will be made available at the district office.</li> </ul>	<ul style="list-style-type: none"> <li>-Planning Meeting 1 September 22, 2021</li> <li>-Planning Meeting 2 October 7, 2021</li> <li>-Planning Meeting 3 November 18, 2021</li> <li>-Planning Meeting 4 December 9, 2021</li> <li>-Planning Meeting 5 January 6, 2022</li> </ul>

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Board member #4 said they had a strategic plan in the past but not in the past five (5) years but that they had discussed plans for developing one.  Additionally, a review of the District's website on February 5, 2020 failed to reveal evidence of a Strategic Plan.				-School Board Approval, February 1, 2021

Please use additional sheets as needed.

Page 2 of 2

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

**Standard 13:** The academic year provides a minimum of 180 teaching days in which both teachers and pupils are in regular attendance for scheduled classroom instruction. Any request for an exception to this standard must be submitted in writing to the Commission on School Accreditation for review and action. If the Governor has declared a disaster emergency or the President of the United States has declared an emergency or major disaster to exist in this state, the local school board may request approval from the State Board of Education to operate the schools in its district for less than one hundred eighty (180) days.

- 13.1: The teaching day must provide at least 330 minutes of instruction per day.
- 13.2: The school district must ensure that during the academic school year a minimum of 140 hours of instruction is provided for each Carnegie unit of credit offered and 70 hours for each one-half ( $\frac{1}{2}$ ) unit offered, except for remedial instructional programs, dual enrollment/dual credit, correspondence courses, MS Virtual Public School courses, and innovative programs authorized by the State Board of Education.
- 13.3: No more than two (2) of the 180 days may be 60% days. Both teachers and pupils must be in attendance for not less than 60% of the normal school day.
- 13.4: The school district schedules preparation for graduation ceremonies in such manner that graduating seniors are absent from classes for no more than three (3) days prior to the end of the school year. (Districts Meeting the Highest Levels of Performance are exempted.)
- 13.5: The summer school/extended year program [not Extended School Year (ESY) provided through special education programs] meets all applicable requirements of the regular school program.
  - 13.5.1: Students from other schools enrolled in summer programs provide written approval from the principal of their home schools.
  - 13.5.2: Students enrolled in an extended year program complete all remaining course/subject requirements/objectives before credit for the course/subject is issued.
  - 13.5.3: Students enrolled in a summer program are limited to earning one (1) Carnegie unit of credit during a traditional summer school session, which does not apply to extended year programs and approved virtual courses. (Districts Meeting the Highest Levels of Performance may be exempted under Miss. Code Ann. § 37-17-11.)

**REGULATIONS:** Miss. Code Ann. §§ 37-151-7(3)(d), 37-3-49, 37-13-61 through 69, § 37-17-11, § 37-151-5(j), and § 37-151-7(3)(c)

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

Page 1 of 2

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>District policy AE defines minimum school term as follows: “minimum school term” shall mean a term of at least 180 days of school in which both teachers and pupils are in regular attendance for scheduled classroom instruction. However, the District only has 179 days listed on the school’s calendar on the website for the 2019-202 school year. (Process Standard 13)</p> <p>*Note: Districts meeting the highest levels of performance are exempted. Therefore, the District’s accountability rating of B exempts them for Process Standard 13.4.</p> <p>Graduation was scheduled to be held the day after the last day of school for the 2019-2020 school year.</p>	<p>Ensure the District's academic year consists of a minimum of 180 teaching days for both teachers and pupils (including seniors) and are in regular attendance for scheduled classroom instruction for the 2020-2021 year.</p>	<p>Director of Operations</p>	<p>Ensure the website calendar for 2021-2022 school year shows 180 days in which teachers and pupils are in regular attendance for scheduled classroom instruction.</p> <p>Board approved calendar is posted on the district webpage.</p>	<p>March 2, 2021</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County School District

2000

District Number:

Date CAP Approved by Local School Board:

12/07/21

**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, 2018, and 34 C.F.R. §§ 300.320(b), 300.324(c)

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

Page 1 of 10

## Corrective Action Plan

District Name: \_\_\_\_\_ George County School District

District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 12/07/21

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 -District administrator training with high school administrators and counselors to review MS Public School Accountability Standards and graduation requirements	Findings 1 and 2 -Director of Secondary Curriculum -GCHS Principal -GCHS Assistant	Findings 1 and 2 -District training on graduation requirements with sign-in sheet, agenda, and surveys Principals -GCHS Graduation Coach -GCHS Counselors	Findings 1 & 2 -Completed on 7-28-2021 -Review and verification of every students' cumulative folder and insert for the class of 2020-2021 -District internal audit
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.	-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	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	-Completed in August 2021 -August 2021

Please use additional sheets as needed.

Page 2 of 10

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<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>-GCHS Counselor</p>	<p>-Student plans</p> <p>-ISP Plans</p>	<p>-March 2022</p> <p>-March 2022</p>
	<p>Finding 3 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>Finding 3 -In the accountability standards training, the team reviewed course codes to ensure the correct Contemporary</p>	<p>-Director of Secondary Curriculum</p> <p>-GCHS Principal</p>	<p>Finding 3 -District training on graduation requirements with sign-in sheet, agenda, and surveys</p>
				<p>Page 3 of 10</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 4	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)	-GCHS Assistant Principals -GCHS Counselors	-Review and verification of every students' cumulative folder and insert for the class of 2020-2021  -Internal District Audit	-Completed in August 2021
Finding 4	-For the 2020-2021 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	-GCHS Principal  -GCHS Assistant Principals  -GCHS Graduation Coach  -GCHS Counselors	Finding 4  -Review and verification of every students' cumulative folder and insert for the class of 2020-2021  -District internal audit	Finding 4  -Completed in August 2021

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 5</p> <p>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</p> <p>-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 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>-GCHS Principal -GCHS Assistant Principals -GCHD Graduation Coach -GCHS Counselors</p>	<p>Finding 5</p> <p>-Review and verification of every students' cumulative folder and insert for the class of 2020-2021 -District internal audit</p>	<p>Finding 5</p> <p>-Completed in August 2021</p>
<p>Finding 6</p> <p>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</p> <p>-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</p>	<p>-GCHS Principal -GCHS Assistant Principals -GCHS Counselors</p>	<p>Finding 6</p> <p>-Review and verification of every students' cumulative folder and insert for the class of 2020-2021</p>	<p>Finding 6</p> <p>-Completed in August 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 7	score report was printed and added to the cumulative folder.	Finding 7  -All students that graduated with the opt-out of standard requirements as outlined in Appendix A-1 have a parent/guardian signature on a 21-Credit Option Contract and these are found in each student's cumulative folder.	-GCHS Assistant Principals  -GCHS Graduation Coach  -GCHS Counselors	Finding 7  -Completed in August 2021  -Review and verification of every student's cumulative folder and insert for the class of 2020-2021
Finding 8	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)	Finding 8  -Graduation Requirements and Credit Recovery Training were completed with District Administrator-Director of Secondary Curriculum, GCHS Administrators, Graduation Coach, and Counselors	-District Administrator  -GCHS Principal  -GCHS Graduation Coach	Finding 8  -Sign-in sheets, agendas, and surveys of meeting and trainings  -Sign-in sheets, agendas, and surveys of meeting and trainings
Finding 8	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	Finding 8  -The Graduation Coach created Credit Recovery Procedures and has conducted trainings with the Credit Recovery Facilitator		Finding 8  -District and school training was completed on July 28, 2021  -Credit Recovery training for facilitator July 2021 and ongoing

Please use additional sheets as needed.

Page 6 of 10

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>graduate in the Spring of 2019. (See also Process Standard 21 for full details of the scenario.) During confidential interviews with the MDE auditors, district administrators expressed concerns that other seniors may have graduated only with the assistance of other students who may have taken credit recovery exams for them.</p> <p>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>-Policy IDCAB - Credit Recovery Program, has been revised with board approval with the Credit Recovery procedures attached</p> <p>-The Graduation Coach 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>-GCHS Counselors -GCHS Credit Recovery Facilitator</p> <p>-GCHS Graduation Coach</p> <p>-Former GCHS Principal, Former GCHS Assistant Principal,</p> <p>Former Credit Recovery Teacher</p>	<p>-Policy IDCAB - Credit Recovery Program revised with Credit Recovery Procedures</p> <p>-Finished Credit Recovery Documentation of Investigation</p> <p>Conclusion of Investigation from MDE November 2020</p>	<p>-Policy IDCAB - Credit Recovery Program revised with Credit Recovery Procedures</p> <p>-Ongoing each day</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)

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 9	<p>Finding 9</p> <p>The GCHS handbook was revised to reference the additional options in lieu of passing the end-of course assessments as outlined in Appendix A-5</p> <ul style="list-style-type: none"> <li>- Changes made to Pg. 21 of student handbook</li> </ul>	<p>-GCHS Principal</p> <p>-GCHS Assistant Principal</p>	<p>Finding 9</p> <p>-End of Course Testing was added to page 21 of the GCHS Student Handbook and the revision was School Board approved</p>	<p>Finding 9</p> <p>-GCHS Student Handbook school board approved on 9-7-2021</p>
Finding 10	<p>Finding 10</p> <p>District Policy IHE states "Promotion and retention shall be based upon the mastery of objectives." However, information</p>	<p>-District Administrator</p>	<p>Finding 10</p> <p>-District training on graduation requirements with</p>	<p>Finding 10</p> <p>-Completed on 7-28-2021</p>

Please use additional sheets as needed.

Page 8 of 10

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>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. 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</p>	<p>Administrators, Graduation Coach, and Counselors            -The Graduation Coach created Credit Recovery Procedures and has conducted trainings with the Credit Recovery Facilitator</p> <p>-The Graduation Coach 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>-Policy IDCAB - Credit Recovery Program has been revised with board approval with the Credit Recovery procedures attached</p>	<ul style="list-style-type: none"> <li>-GCHS Principal</li> <li>-GCHS Assistant Principals</li> <li>-GCHS Graduation Coach</li> <li>-GCHS Counselors</li> <li>-GCHS Graduation Coach and Credit Recovery Facilitator</li> <li>-GCHS Administration</li> <li>-Former GCHS Principal</li> <li>-Former GCHS Assistant Principal</li> <li>-Former Credit Recovery Teacher</li> </ul>	<ul style="list-style-type: none"> <li>sign-in sheet, agenda, and surveys</li> <li>-Training documents: sign-in sheets, agendas from Credit Recovery Training</li> <li>-Policy IDCAB - Credit Recovery Program revised with Credit Recovery Procedures</li> <li>-Documentation of Investigation</li> </ul>	<ul style="list-style-type: none"> <li>-Credit Recovery training for facilitator July 2021 and ongoing</li> <li>-Policy IDCAB revised and school board approved on 12-7-2021</li> <li>-Conclusion of Investigation from MDE November 2020</li> </ul>

Please use additional sheets as needed.

Page 9 of 10

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
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 calculations as well as their assigned performance calculation as required by Accreditation Policy 3.0 of the Mississippi Public School Accountability Standards, 2019. (See also Process Standard 21 )				

Please use additional sheets as needed.

Page 10 of 10

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

**Standard 15:** The school district implements a professional development program aligned with the Learning Forward Standards for Professional Learning. (Districts Meeting the Highest Levels of Performance are exempted.)

**REGULATIONS:** Miss. Code Ann. § 37-17-8 and Miss. Admin. Code 7-3: 44.1, State Board Policy Chapter 44, Rule 44.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
George County School District Finding 1	Finding 1  -The New Teacher Academy has created a three year Professional Learning Plan for the first year being July 2021 through May 2022.  • The New Teacher Academy 2019-2020 is a single sheet of paper with monthly dates. Only the first four months are planned on this document (July – October) despite this document being collected in December;	Finding 1  New Teacher Academy Facilitator	Finding 1  Professional Learning Plan, sign-in sheets, agendas, and surveys	Finding 1  Began implementation July 2021 and will continue for each monthly meeting.
	Finding 2 and 3  -The district has created a three year Professional Learning Plan aligned with the Learning Forward Standards. The plan has been School Board approved.  -The district has agendas from regularly scheduled professional development meetings;  • The District failed to provide agendas of regularly scheduled professional development meetings;	Finding 2 and 3  -Input from Superintendent, Principals, Directors, and Teachers	Finding 2 and 3  -Professional Learning Plan -Sign-in sheets, agendas, surveys -Administrator Evaluation of Professional Learning Plan - Professional Learning Schedule	Finding 2 and 3  -Principal/ Director Meeting reviewing Professional Learning Plan with evaluation 7-20-2021  -School Board Approval of Professional

Please use additional sheets as needed.

Page 1 of 4

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<b>Finding 4</b> <ul style="list-style-type: none"> <li>The District failed to provide sign-in sheets for regularly scheduled professional development meetings;</li> </ul>	<b>Finding 4</b> <ul style="list-style-type: none"> <li>Binders have been created to keep all sign-in sheets, agendas, and surveys from all regularly scheduled professional development meetings</li> </ul>	<b>Finding 4</b> <ul style="list-style-type: none"> <li>Director of Secondary Curriculum who oversees District Professional Development</li> </ul>	<b>Finding 4</b> <ul style="list-style-type: none"> <li>All sign-in sheets are labeled and placed in binders for documentation</li> </ul>	<b>Finding 4</b> <ul style="list-style-type: none"> <li>Learning Plan on 10-5-2021</li> </ul>
<b>Finding 5</b> <ul style="list-style-type: none"> <li>The District failed to provide a list of teachers committee assignments to various leadership teams; • The District failed to provide a calendar reflecting district leadership team meetings times;</li> </ul>	<b>Finding 5</b> <ul style="list-style-type: none"> <li>The district created lists of teacher committees assigned to grade level/subject area teacher meetings to discuss curriculum, pacing guides, scaffolding document, and End of Term District Common Assessments</li> <li>The district has created a calendar with the teacher review meetings for each Term. The district has also created a Professional Learning Schedule with all district professional learning opportunities listed.</li> </ul>	<b>Finding 5</b> <ul style="list-style-type: none"> <li>Director of Secondary Curriculum who oversees District Professional Development</li> </ul>	<b>Finding 5</b> <ul style="list-style-type: none"> <li>Teacher sign-in lists of teacher committees assigned to grade level/subject area teacher meetings to discuss curriculum, pacing guides, scaffolding document, and End of Term District Common Assessments</li> <li>The district has created a calendar with the teacher review meetings for each Term. The district has also created a Professional Learning Schedule with all district professional learning opportunities listed.</li> </ul>	<b>Finding 5</b> <ul style="list-style-type: none"> <li>List was created August 2021</li> <li>The schedule was created in 2020 and is updated with each added Professional Learning meeting.</li> <li>Professional Learning Plan</li> <li>The district Professional Development Schedule can be found in the district</li> </ul>

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<b>Finding 6</b> <ul style="list-style-type: none"> <li>The District failed to provide a copy of the evaluation of the 2018-2019 Professional Development Plan; and Professional Development Plan.</li> <li>The District failed to provide data that supports the goals for the 2019-2020 GCSD Professional Development Plan.</li> </ul>	<b>Finding 6</b> <ul style="list-style-type: none"> <li>-The district implemented an evaluation for the Professional Development Plan for the 2020-2021 school year.</li> <li>-Data has been and will continue to be added to the Professional Learning Plan to support the goals of the district.</li> </ul>	<b>Finding 6</b> <ul style="list-style-type: none"> <li>-Superintendent, Directors, and Principals</li> <li>-Director of Secondary Curriculum</li> <li>-Director of Assessments</li> <li>-Director of Elementary Curriculum</li> </ul>	<b>Finding 6</b> <ul style="list-style-type: none"> <li>Evaluation is found in Professional Learning Plan Documentation</li> <li>-District data has been added to Appendix B - Data Collection in the Professional Learning Plan</li> </ul>	<b>Finding 6</b> <ul style="list-style-type: none"> <li>Completed 7-20-2021</li> <li>Data added in January 2020 with continual data added to plan from each school year</li> </ul>
<b>Finding 7</b> <ul style="list-style-type: none"> <li>George County High School</li> <li>The school failed to provide a complete 2019- 2020 Professional Development Plan – current document only shows dates through</li> </ul>	<b>Finding 7</b> <ul style="list-style-type: none"> <li>-George County High School has created a three year Professional Development plan</li> <li>-Teacher committee leadership teams created, with data meetings and</li> </ul>	<b>Finding 7</b> <ul style="list-style-type: none"> <li>-GCHS Principal and Administrators</li> <li>-GCHS Teachers</li> </ul>	<b>Finding 7</b> <ul style="list-style-type: none"> <li>-Professional Development Plan is created for school use</li> <li>Leadership Team List</li> </ul>	<b>Finding 7</b> <ul style="list-style-type: none"> <li>December 2021</li> <li>August 2021</li> </ul>

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
October 8, 2019; <ul style="list-style-type: none"> <li>• The school failed to provide a list of teachers committee assignments to various leadership teams;</li> <li>• The school failed to provide a calendar reflecting school leadership team meetings times;</li> <li>• The school failed to provide a copy of the evaluation of the 2018-2019 professional development plan; and</li> <li>• The school failed to provide data that supports the goals for the 2019-2020 GCHS Professional Development Plan.</li> </ul>	Problem Solving Teams (PSTs) <ul style="list-style-type: none"> <li>-Calendar created with school leadership meeting times</li> <li>-GCHS has implemented an evaluation of the 2021-2022 Professional Development Plan</li> <li>-GCHS data has been added and will continue to be added to support the goals of the Professional Development Plan</li> </ul>	<ul style="list-style-type: none"> <li>-GCHS Administration</li> <li>-GCHS Teachers and Staff</li> <li>-GCHS Administration</li> <li>-GCHS Administration</li> <li>-GCHS Administration</li> </ul>	<ul style="list-style-type: none"> <li>School Leadership Team Meetings Calendar</li> <li>Evaluation copies</li> <li>Evaluation copies</li> <li>-Data in Appendix B of the Professional Development Plan</li> </ul>	<ul style="list-style-type: none"> <li>August 2021</li> <li>December 2021</li> <li>December 2021</li> </ul>

Please use additional sheets as needed.

Page 4 of 4

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

**Standard 16:** The school district adheres to all requirements of the Mississippi Statewide Assessment System.

**REGULATIONS:** Miss. Code Ann. §§ 37-16-1 through 4, § 37-16-9, Miss. Admin. Code 7-3: 36.1, State Board Policy Chapter 36, Rule 36.1, Miss. Admin. Code 7-3: 74.2, State Board Policy Chapter 74, Rule 74.2, Miss. Admin. Code 7-3: 78.1 and 78.7, State Board Policy Chapter 78, Rule 78.1 and Rule 78.7, and Appendix F of the *Mississippi Public School Accountability Standards, 2018*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The District failed to adhere to federal and state requirements pertaining to assessing students on grade level when the District failed to follow proper promotion and retention policies when students in George County Middle School remained enrolled in the 7th grade until the final day of the school year while taking 8th grade course material beginning in the second semester of the school year. (See also Process Standard 21) Miss. Code Ann. § 37-16-3 states in part, “...that each student enrolled in the appropriate grade has completed the required basic skills assessment test for his or her grade in a valid test administration” The federal requirements of the Every Student Succeeds Act (ESSA), Section 1111(b) (2)(B)(ii) mandates that assessments provide coherent and timely information about student attainment of state standards and whether the student is	District shall develop policies and procedures to ensure Star student are transfer/ promotion to 8th grade at mid-year before beginning 8th grade course work. JQH Drop-Out Prevention Policy is posted on the District's Website under the School Board/ Policy Section (Student Tab). School and District Test Coordinators will verify the Star student are coded as 8th graders in the Nextera and DRC Insight Software. District and School Test Coordinators will provide ongoing training regarding Appendix F, Mississippi Public School Accountability Standards, Mississippi Educator Code of Ethics and Standards for all certified staff. The Star Academy Procedures and JQH Drop Prevention Policy will be covered at the semi-annual school test coordinator trainings.	District Test Coordinator School Test Coordinator Middle School Principal Middle School Counselor	Board Policy on promotion of students in the Star Academy (JQH Drop-Out Prevention Policy Revised for Approval on 12-7-2021) Star Students' schedules for second semester to verify ADA grade 8. MAAP Demographic and Reports Training agendas and sign-in sheets from DTC, STC, and staff training.	December 7, 2021 January 2021 Spring 2021 Ongoing

Please use additional sheets as needed.

Page 1 of 3

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
performing at the students grade level. ESSA Section 1111(b)(2)(B)(v)(I)(aa) mandates that the students be assessed in mathematics and reading or language arts in each of grades 3 through 8. The District failed to follow these requirements by assessing students in Grade 7 assessments in ELA and Math, rather than assessing them on the appropriate grade level that corresponds with the course material being instructed. This is also a violation of the testing requirements outlined in Appendix F of the Mississippi Public School Accountability Standards, 2019. Additionally, the District failed to ensure that at least 95% of enrolled students participated in appropriate and required assessments. This practice raises concerns as to the legitimacy of the District's graduation rate 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

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Note: During confidential interviews with the MDE auditors, district administrators expressed concerns that other seniors may have graduated only with the 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. Therefore, MDE auditors are concerned as to the legitimacy and fidelity of the which the District has adhered to all the requirements of the Mississippi Statewide Assessment System and the Mississippi Statewide Accountability System.</p>				

Please use additional sheets as needed.

Page 3 of 3

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

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

**17.1: Early Childhood Programs (kindergarten and teacher assistant) [Districts Meeting the Highest Levels of Performance are exempted from provisions of subsection (4) of Miss. Code Ann. § 37-21-7.]**

**REGULATIONS:** Miss. Code Ann. § 37-21-1, et seq., § 37-21-7, Miss. Admin. Code 7-3:42.1, State Board Policy Chapter 42, Rule 42.1, Miss. Admin. Code 7-3: 62.6, State Board Policy Chapter 62, Rule 62.6, and the *Mississippi Kindergarten Guidelines*.

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Agricola, Central, LC Hatcher, Rocky Creek	Socket covers were purchased and given to schools for installation.	Principals	Elementary Curriculum Director will complete an internal audit to ensure all sockets are covered.	11/1/21
Agricola, Benndale, Central, LC Hatcher, Rocky Creek	The schools failed to place safety covers in all unused sockets.	Registrar Principal	Verification form signed by school registrar and principal.  Internal audit during site visit to check for compliance.	11/1/21

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The schools failed to document professional development provided to assistant teachers, teachers, and administrators.</p>	<p>Early Learning Collaborative Coordinator will work with teachers, teacher assistants and administrators to plan the professional development opportunities to meet the yearly requirement. Early Learning Collaborative Coordinators will track PD by collecting documentation once training is completed.</p> <p>Each school will include the requirement Pre-Kindergarten Professional Development in the schools Professional Development Plan.</p>	<p>Principal Teachers Teacher Asst.</p>	<p>Professional Development plans will be reviewed. PD documentation will be collected and reviewed each semester by Early Learning Collaborative Coordinator</p>	<p>12/1/21- 6/1/22</p>
<p>The schools failed to integrate in their lesson plans: a minimum of 4 learning centers accessible for simultaneous use by students for 120 per day of learning center play and thematic units across kindergarten subjects: language arts, music, art, social studies, science, and dramatic play; or provide fiction and non-fiction books, manipulative, writing materials and creative art materials accessible to students and small groups, whole group and individualized instruction.</p>	<p>A lesson plan checklist was given to all kindergarten teachers. Checklist included all of the required components:</p> <p>Group/Small Group/Individualized Instruction, thematic units with integration of language arts, science, social studies, music, art, physical activities, 4 centers with fiction/non-fiction, manipulative, writing materials and creative art materials.</p> <p>-School administration will monitor regularly for compliance.</p>	<p>Principal Teachers</p>	<p>Elementary Curriculum Director will review schedules to verify minutes of center activity.</p> <p>School Administration will review lesson plans weekly to verify usage of thematic units and integration of subject areas. . Centers will be checked for required</p>	<p>8/9/21- 5/20/22</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Agricola</p> <p>The school failed to provide schedules of the school day that shall be the same as that of other grades of the elementary school.</p> <p>The school failed to provide parents a 2019-2020 parent handbook.</p>	<p>All kindergarten classrooms will display class schedules outside the classroom door. Administration will ensure schedules are similar to other grades.</p> <p>School will post on-line, and it will have hard copies available in the office. Internal audit will be conducted to ensure requirements are met.</p>	<p>Principal Teachers</p>	<p>Principals will view class schedules to verify minutes of physical activities. Internal audit during site visit will verify handbook is in office and on-line.</p>	8/5/21
<p>Agricola, Central, Rocky Creek</p> <p>The school failed to provide opportunity for students to participate in a minimum of 30 minutes of physical activity daily.</p>	<p>Classroom schedules will reflect a minimum of 40 minutes and a maximum 60 minutes of physical activity daily.</p>	<p>Principal Teacher Elementary Curriculum Director</p>	<p>Elementary Curriculum Director will review schedules to verify minutes of physical activities.</p>	8/5/21

Please use additional sheets as needed.

Page 3 of 5

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Agricola, LC Hatcher  The school failed to plan evaluations of kindergarten students' progress to determine individual student's social and emotional needs.	Counselors/teachers will evaluate students' social and emotional needs at the beginning, middle and end of the year using a SEL screener.	Principal Counselor Teachers	Elementary Curriculum Director will view screener results and counselor tracking sheet.	10/1/21
Agricola, Benndale, Central and LC Hatcher  The schools failed to provide expenditures for materials and supplies.	Schools will be allocated \$1000 per kindergarten teacher to be used to purchase materials and supplies.	Principal Business Manager	Copies of expenditure reports will be provided to each principal as documentation.	12/1/21
Agricola, Central  The schools failed to provide documentation to shall all kindergarten assistants meet education requirements for employment.	Elementary Curriculum Director will work with teachers, teacher assistants and administrators to plan the professional development opportunities to meet the yearly requirement. School administration will track PD by collecting documentation once training is completed. Each school will include the requirement Kindergarten Professional Development in the schools Professional Development Plan.	Human Resources Director Principal	Professional Development plans will be reviewed. PD documentation will be collected and reviewed each semester by Early Learning Collaborative Coordinator	12/1/21 -6/1/21

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Central  The school failed to provide an exit within 150 feet and an exit within 100 feet from the kindergarten classroom door/corridor	The exit door was in the correct location at the time of the audit, but it was covered. The door is now uncovered and will remain uncovered at all times.  The school failed to provide defined boundaries to protect students from environmental hazards.	Principal  Concrete/sewer block is enclosed with fencing.	Elementary Curriculum Director will measure and routinely check to make sure doors remain accessible.  District Maintenance Principal	8/3/21  10/1/21

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: 12/07/21

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

**17.2:** Early Childhood Programs (pre-kindergarten and teacher assistant) [Districts Meeting the Highest Levels of Performance are exempted from provisions of subsection (4) of Miss. Code Ann. § 37-21-7.]

**REGULATIONS:** Pre-Kindergarten Miss. Code Ann. § 37-7-301(ss), Miss. Admin. Code 7-3; 28.4, State Board Policy Chapter 28, Rule 28.4, Refer to the Mississippi Early Learning Guidelines for classrooms serving Three- and Four-Year-Old Children, Miss. Code Ann. § 37-7-301 (zz)

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Agricola, Central, L.C. Hatcher, Rocky Creek	<p>The schools failed to produce immunization (Form 121) for all Prekindergarten students.</p> <p>Form 121 will be submitted at registration for all students. Any students (such as: homeless, etc) without a form 121, will be given a date for submission.</p> <p>Registrars will review/follow up on the submission of all forms.</p> <p>Forms will be placed in the appropriate color coded folder in the students' cumulative folder.</p>	Registrars Principals	<p>Verification form signed by school registrar and principal.</p> <p>Internal audit during site visit to check for compliance.</p>	11/1/2021
The schools failed to place safety covers in all unused sockets.	Socket covers were purchased and given to schools for installation.	Principal Early Learning Collaborative Coordinator	Early Learning Collaborative Coordinator will complete internal audit to ensure all sockets are covered.	11/1/2021

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The schools failed to document 15 hours of professional development provided to assistant teachers, teachers, and administrators.</p> <p>Agricola, Rocky Creek</p>	<p>Early Learning Collaborative Coordinator will work with teachers, teacher assistants and administrators to plan the professional development opportunities to meet the yearly requirement. Early Learning Collaborative Coordinators will track PD by collecting documentation once training is completed. Each school will include the requirement Prekindergarten Professional Development in the schools Professional Development Plan.</p>	<p>Principal Teachers Teacher Asst. Early Learning Collaborative Coordinator</p>	<p>Professional Development plans will be reviewed. Professional Development documentation will be collected and reviewed each semester by Early Learning Collaborative Coordinator</p>	<p>12/1/2021- 6/1/2022</p>
<p>The district/school failed to permit the opening of a locked toilet room door from the outside in case of an emergency.</p>	<p>Change toilet room doors to allow for opening from the outside.</p> <p>The schools failed to provide a defined opportunity for students to participate in a minimum of 40 minutes of physical activity daily.</p>	<p>Principal School Custodian</p>	<p>Teachers Early Learning Collaborative Coordinator</p>	<p>12/1/2021</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Agricola, Central, LC Hatcher	Prior to placement in a prekindergarten classroom, teacher assistant credentials are verified by Human Resources, and a copy of credentials is sent to the principal.	Human Resource Director Principal	Early Learning Collaborative Coordinator will review all qualifications to ensure compliance.	9/1/2021
Agricola	School calendar indicates report card pick up at the end of each quarter. At this time, parents are scheduled to pick up the report card and conference with the classroom teacher. Parent conferences will be documented.	Principal Teachers	Early Learning Collaborative Coordinator will meet with each teacher to verify conferences have taken place and to review documentation.	5/22/2021
Central	Removed extra items in classrooms to increase square footage.	Principal Teachers	Maintenance Director will measure rooms once items are removed to verify footage.	8/1/2021

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The school failed to permit the opening of a locked toilet room door from the outside and failed to locate the bathroom within 125 ft from the classroom.	Change toilet room doors to allow for opening from the outside. Allow accessibility of a bathroom within classrooms.	Principal School Custodian Teachers	Early Learning Collaborative Coordinator will verify knobs do not lock on the inside and bathrooms are accessible to children.	9/1/2021
The school failed to provide defined boundaries to protect students from environmental hazards.	Concrete/sewer block is enclosed with fencing. Mulch placed on playground area.	Principal Maintenance Director	Early Learning Collaborative Coordinator will verify concrete and sewer block is enclosed and mulch on playground.	10/1/2021
Agricola, Central, Rocky Creek	Daily lesson plans and schedules will include individual instruction and five learning centers for use by children for a minimum of 120 minutes of simultaneous use. Center areas will be defined and utilized by students in each classroom.	Teacher Principal	Principals will review plans for required components. Early Learning Collaborative Coordinator will visit classrooms on a	8/6/2021-5/20/20 22

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
LC Hatcher  The school failed to provide a closet latch that a student can open from the inside.	Classroom relocated  regular basis to view plans and check center areas for compliance.	Principal  Early Learning Collaborative Coordinator checked classroom for closets without latches.	8/1/2021	

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

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

### 17.3: Career-Technical Education

**REGULATIONS:** Miss. Code Ann § 37-31-1, et seq., Miss. Admin. Code 7-3: 83-96, State Board Policy Chapters 83-96, and Federal Code

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 1: GCMS: ICT I & II GCHS: Administration, CPE, BAM, Special Population Coordinator Construction/Carpentry, Agriculture Service operation and Management/CPE, Tourist Tech/CPE, Welding Tech/CPE, Culinary/CPE, Teacher Academy/CPE, STEM & Keystone	Correction 1 Scheduled Fall Advisory Meeting Meet with Advisory Teams Collected Advisory Signatures and Comments from Advisory Members	Department Instructors, Administration	The district has held the fall meeting on Sept. 9, 2021. Sign in sheets and minutes collected. The spring meeting will be scheduled in January.	February 2022
Finding 2: GCHS: Culinary/CPE & Teacher Academy/CPE Failed to provide documentation of teachers participating in IEP Meetings and having locking file cabinet to store confidential material.	Correction 2 Collecting IEP Meeting invitations and district purchased lockable file cabinets for all classes	CTE Assistant Director	Communication with the Special Education Dept has occurred and CTE is being invited.	Immediate implementation of IEP invitations

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<b>Finding 3</b> GCMS: ICT I & II GCHS: Admin, Automotive/CPE, STEM and Keystone Failed to provide documentation of ensuring that each student can participate in a student organization.	<b>Correction 3</b> All courses provided Student organization presentations and posted the various organizations available. Also, the Administration provided a list and summary of all State sponsored organizations.	Program Instructors Administration	Lockable file cabinets have been purchased for all CTE teachers.	September 2021 for file cabinets
<b>Finding 4</b> GCMS: ICT I & II GCHS: Admin, Teacher Academy/CPE, Automotive/CPE, STEM and Keystone Failed to provide evidence of teaching a Unit on Leadership and personal development as part of Student Organization	<b>Correction 4</b> Teachers submitted their student organization leadership and personal development lessons.	Program Instructors	Lesson plans will be checked at the beginning of the year to assure teaching these lesson	August 2021
<b>Finding 5</b> GCMS: ICT I & II GCHS: Construction/Carpentry/CPE, Agriculture Service and Maintenance, Welding Tech, Teacher Academy CPE	<b>Correction 5</b> District reviewed Time and Master Schedule to ensure All teachers had Planning times and all classes and budget matched 100%.	Program Instructors	Lesson plans will be checked at the beginning of the year to assure teaching these lessons	August 2021

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Failed to provide evidence that the teacher schedule matches the percentage of time on Teacher Budget Report</p> <p>Finding 6 GCMS: ICT I GCHS: Keystone Failed to ensure the teacher had planning or prep. period during normal school hours</p>	<p>Correction 6 Administration provided Master schedules with highlighted planning periods for all teachers. Reminded teachers that coaching is a voluntary stipend and that choosing to coach during their planning/prep period is a personal choice and NOT required by the school or district. All teachers signed acknowledgement form.</p>	CTE Director and Assistant CTE Director	All teachers have a planning block checked with local LMS and MSIS each year. These teachers had a planning block at time of audit.	December 2021

Please use additional sheets as needed.

Page 3 of 7

## Corrective Action Plan

District Name: \_\_\_\_\_ George County District Number: \_\_\_\_\_ 2000 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 7 GCMS: ICT II GCHS: Agriculture Service OP and Management/CPE, Culinary/CPE, Keystone Failed to provide documentation of teacher using current state approved curriculum	Correction 7 Administration provided all teachers with current state curriculum All teacher signed acknowledgement of receipt	CTE Director and CTE Assistant Director	Curriculum can be printed and given to each teacher each year.	August 2021
Finding 8 GCHS: Administration , Welding/CPE, Automotive/CPE Failed to provide documentation of students being tracked at least 1 year after graduation including special populations' students. Failed to provide doc of tracking student attainment Failed to provide documentation of ISP following student through High School Failed to Provide Teachers with DSR for the current or previous year to measure student performance by race, gender, and special population.	Correction 8 Admin Ensured Special Populations teacher has a tracking system in place and located previous years tracking forms required by MSIS. SEE A for same documentation CTE Counselor receives copies of ALL CTE student ISPs and aligns yearly student choice sheets with ISP or consults with students regarding their changes. All teachers have copies of DSR for 2 previous years (audit year and current year. There is no DSR for intervening year due to covid)	CTE Director, CTE Assistant Director, Special populations	This paperwork will be checked periodically to assure it is being documented. The DSR is given to each teacher each year.	December 2021 Then ongoing

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<b>Finding 9</b> GCHS: Administration Failed to ensure adequate safeguards are in place to prevent discrimination against CTE Students Failed to provide documentation of the steps teachers should take when they receive an unfavorable evaluation	Correction 9 Administration Placed copies of Anti-Discrimination Statement in all Classes Provided all teachers with copy of Plan of Improvement blank and example	CTE Director, CTE Assistant Director	Periodically check each classroom has the statement posted in a visible area. Each teacher will receive the POI each year from the district office.	August 2021
<b>Finding 10</b> GCHS: Construction/CPE Failed to provide Documentation of teachers having current license	Correction 10 All teachers have copy of current license in binder, admin has copies in personnel files	Teachers, CTE Assistant Director	Periodical review of teacher audit binders/boxes to assure documentation is current.	August 2021
<b>Finding 11</b> GCHS: Law and Public Safety/CPE Failed to ensure electrical switch inside lab was covered The District failed to provide air conditioning in the lab.	Correction 11 Switch covered Lab has AC	CTE Director, CTE Assistant Director	More inspections from teachers and administration need to occur.	November 2021

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County      District Number: \_\_\_\_\_ 2000      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 12 GCHS: Automotive/CPE Failed to provide locked and lockable control switches/boxes for appropriate	Correction 12 Obtain list of appropriate machinery from MDE Automotive Contact and get lockable cages for those items.	Instructor CTE Director, CTE Assistant Director	Check periodically that switches are available and accessible.	December 2021
Finding 13 GCMS: ICT 1: Failed to provide storage	Correction 13 Storage closet purchased 9/2021	Secretary	Check periodically that switches are available and accessible.	September 2021
Finding 14 GCMS: ICT I & II GCHS: Automotive/CPE Failed to provide appropriate lab size	Correction 14 Classrooms in GCMS have been rearranged/moved to meet specifications Automotive Lab is ASE certified and meets requirements.	Assistant Principal, CTE Director, CTE Assistant Director	Check storage availability for each program and assure it is available	September 2021
			Lab meets ASE certification and is appropriate size.	

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County      District Number: \_\_\_\_\_ 2000      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 15 GCMS: ICT I & II Failed to ensure Lab is appropriately equipped to meet the needs of the instructional program Failed to provide restrooms near the classrooms	Correction 15 All labs have computers and/or other technology for all students enrolled in the classroom All restrooms have been located	Assistant Principal, CTE Director, CTE Assistant Director	Check on equipment to assure it is appropriate for classroom needs. This teacher will be relocated to a larger room on campus.	August 2021
Finding 16 GCMS: ICT I Failed to provide documentation of attending program specific PD	Correction 16 All PD approval and documentation are uploaded to Drive for each teacher, copies and samples of PD approvals and documentation are in Audit Binder	Teachers, CTE Director, CTE Assistant Director	Teachers are encouraged to attend meetings and provide documentation when needed.	March 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: 12/07/21

**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
Finding 1 Child Find-Initial 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:	Finding 1 Child Find-Initial 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	Finding 1 Training provided by MDE staff	Finding 1 Sign in sheets PowerPoint Presentation	Finding 1 Completed 11-02-2021
Finding 1 Child Find-Initial (cont) 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) One (1) of six (6) student records reviewed indicated the District failed to assess the child in all areas related to the suspected disability.	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.	MET Committee Psychometrist, Special Education Teacher, General Education Teacher, Agency Representative, Parent, Service Providers, Student	Parent Invitation, Reply, PWN	Completed 09/15/2021

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 2 Delivery of Services  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.	Finding 2 Delivery of Service  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.  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  Provide training to administrators, special education teachers, general education teachers, related service providers, behavioral specialist, case manager, special education chair regarding FAPE and required IEP components and development of an IEP that meets the unique needs of the 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.	District Special Education staff including: Special Education Chair, Psychometrists, Behavioral Specialist, Case Manager  Special Education Teachers	2 trainings 1)Virtual 2)In person	Written Plan for self-monitoring IEP process  IEP on Demand Online- Documentation of completion

Please use additional sheets as needed.

Page 2 of 18

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
DS-3 Two (2) of 59 student records reviewed indicated the District failed to ensure the IEP Committees review/revised the IEPs 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.	Reconvene IEP Committees for all students identified in the findings to review/review the IEPs to include all required components that will meet the unique needs of the students.	IEP Team Leaders Special Education Chair, Behavioral Specialist, Administrative Assistant, Psychometrists Caseload teacher, Agency Representatives, General Education teacher Administrators	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 February 1, 2022
DS-4 Five (5) of 59 student records reviewed failed to include a statement of how the students' disabilities affect their involvement and progress in general education.	Strategies/Plan for Correction apply for DS-1 through DS-22 listed on page 2		Same for DS-1 through DS-22	Same for DS-1 through DS-22

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 2  DS-5  Twenty-one (21) of 59 student IEPs failed to include at least one (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.	Finding 2  Delivery of Services  Strategies/Plan for Correction apply for DS-1 through DS-22 listed on page 2	Finding 2  Same for DS-1 through DS-22	Finding 2  Same for DS-1 through DS-22	Finding 2  Same for DS-1 through DS-22
DS-6  Three (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.	DS-7  Fourteen (14) of 59 students' IEPs failed to address the academic areas of need of 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 2 Delivery of Services	Finding 2 Delivery of Services  Strategies/Plan for Correction apply for DS-1 through DS-22 listed on page 2	Finding 2  Same for DS-1 through DS-22	Finding 2  Same for DS-1 through DS-22	Finding 2  Same for DS-1 through DS-22
DS-8 Eight (8) of 59 student IEPs failed to address the students' functional areas of need.				
DS-9 Eight (8) of 59 student IEPs failed to state annual goals in measurable terms.				
DS-10 Fourteen (14) of 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.				
DS-11 Eight (8) of 59 student IEPs failed to consider special factors.				

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
DS-13 Seven (7) of 59 student IEPs failed to list the location, beginning/ending dates of services or duration/frequency for specially-designed instruction.				
DS-14 Ten (10) of 59 student IEPs failed to identify modifications to enable the students to be involved in and make progress in the general education curriculum.				
DS-15 Four (4) of 59 student IEPs failed to identify related services that address the needs of the students and support annual goals.				
DS-16 Five (5) of 59 student IEPs failed to identify the duration or frequency of related services that address the needs of the students and support annual goals.				

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
DS-17 Eight (8) of 59 student IEPs failed to include support for personnel.				
DS-18 Four (4) of 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.				
DS-19 Four (4) of 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.				

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Transition</p> <p>The MDE reviewed 59 student records, which included 12 student records in the area of Delivery of Services- Transition.</p> <p>DS-20-1</p> <p>Two (2) of 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>
<p>DS-20-2</p> <p>Four (4) of 12 student records reviewed indicated the District failed to invite the students to the IEP Committee meetings where transition services were discussed.</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
DS-20-3  Three (3) of 12 student IEP transition service plans failed to include appropriate post-secondary goals in the areas of training, education, employment and independent living skills.				
DS-20-4  Four (4) of 12 student records reviewed indicated the District failed to develop transition goals based on age-appropriate assessments.				
DS-20-5  Five (5) of 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.				

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
DS-20-6 Five (5) of 12 student IEPs failed to include courses of study that reasonably enable the student(s) to meet post-secondary goals.				
DS-20-7 Seven (7) of 12 student records reviewed indicated there was no evidence in the IEPs of any outside agencies being invited to participate in the IEP meetings.				
DS-21 Four (4) of 59 student records reviewed indicated IEP Committees failed to document the consideration of placement options for consideration of placement options for students with disabilities.				
DS-22 Thirteen (13) of 59 student IEPs failed to include an explanation of the extent to which the students participate with non-disabled peers.				

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: 12/07/21

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 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's 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	Finding 3 2 trainings 1)Virtual 2)In person  IEP on Demand Online- Documentation of completion  IEP Team Leaders Special Education Chair, Behavioral Specialist, Administrative Assistant, Psychometrist	Finding 3 1) 8-3-2021 2) 10-12-2021  IEP on Demand completed 10-01-2021  PLC's started 7-29-2021 and ongoing  PLC Meetings Agendas/Sign in  Monthly IEP Team Leader meetings Agenda/Sign in  IEP Team Leader meeting Started 7-29-2021 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<b>Finding 4</b> <b>Discipline</b> 34 C.F.R. §§ 300.530(e)(1); 7 Miss. Admin. Code Pt. 3, Ch. 74, R. 74.19, §§ 300.530(e)(1)	<b>Finding 4</b> 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.	<b>Finding 4</b> Contractual service provider	<b>Finding 4</b> Sign in sheets PowerPoint presentation Agenda	<b>Finding 4</b> December 18, 2021
<b>DIS-1</b> One (1) of 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.	Functional Behavior Plan will address the 4 major components.	Behavioral Specialist	Functional Behavior Plan with 4 components	August 3, 2021 December 18, 2021
<b>DIS-2</b> One (1) of 7 student records indicated the District failed to conduct a manifestation determination within ten (10) school days of the District's decision to change the placement of the child with a disability.	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.	Special Education Chair, Behavioral Specialist, Administrators, IEP Team Leaders	Written Procedure	

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>DIS-3 One (1) of 7 student records indicated the District failed to conduct a manifestation determination within ten (10) school days of the District's decision to change the placement of the child with a disability.</p> <p>Finding 4</p> <p>DIS-4 One (1) of 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 ten (10) school days due to a violation of a code of student conduct.</p> <p>DIS-5 One (1) of 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</p>				

Please use additional sheets as needed.

Page 16 of 18

## Corrective Action Plan

District Name: George County School District

District Number: 2000

Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>the problem behavior will not occur.</p> <p>b) Identification and consequences of the problem behavior.</p> <p>c) Development of hypotheses and summary statements that describe the problem behavior and its functions; or</p> <p>d) Collection of data from a variety of sources.</p>				
<p>Finding 4 Discipline</p> <p>DIS-6 One (1) of 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 ten (10) school days due to a violation of a code of student conduct.</p> <p>DIS-7 One (1) of 7 student records indicated the Behavior Intervention Plan (BIP) did not contain one or more of the following requirements:</p> <p>a) Observable and measurable description of the problem behavior;</p>				

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County School District

Date CAP Approved by Local School Board: 12/07/21

District Number: 2000

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
b) Identified purpose of the problem behavior as a result of the FBA; c) General strategy or combination of strategies for changing problem behavior; d) Written description of when, where, and how often the strategy will be implemented; or e) Consistent system for monitoring and evaluating the effectiveness of the plan.	Finding 5 Fiscal Policies/Procedures	Special Education Chair Business Manager	Findings 5 Findings 5	January 5, 2022 The District will submit to OSE a copy of its contract template in accordance with the required components.

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: 12/07/21

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

- 17.5: Child Nutrition**  
**17.5.1: School Wellness Policy**

**REGULATIONS:** Miss. Code Ann. § 37-11-7, 7 Miss. Admin. Code Pt. 3, Ch. 17, R. 17.1, R. 17.2, R. 17.4, R. 17.7, R. 17.9, and Federal Code

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Agricola Elementary School  *The school is not meeting all requirements of the National School Lunch Program meal pattern. The school is not offering the correct amount of vegetable component at lunch.	On 8/2/2021 and 8/3/2021, 6 hours of Meal Pattern training was provided to all Child Nutrition Staff this training included meal pattern requirements (2200) and OVS (2220)  *The school is not correctly implementing the OVS provision of the National School Lunch Program. Students are being required to take all components.	Child Nutrition Director	Insure that all staff are properly aware of meals pattern requirements and OVS. Proper training with provide alternatives for solving issues and the impacts that non-compliance has on the GCSD Child Nutrition Program.	8/2/21 - 8/3/21

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 12/07/21

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

**17.6: Elementary and Secondary Education Act: Titles I, II, III, IV, V, VI, X, and any other federally funded programs and grants.**

**REGULATIONS:** The *Elementary and Secondary Education Act of 1965 (ESEA)* as amended by the *Every Student Succeeds Act of 2015 (ESSA)*; §§ 1003A(d), 1112(e), 1114(b), 1116(b)-(h), 3116(c), 4205(a)(3), 4205(a)(10) [20 U.S.C. §§ 6301, et seq.]; Education Department General Administrative Regulations (EDGAR): 2 C.F.R. §§ 200.302(b), 200.308 – 200.309, 200.313(d), 200.317 – 200.326, 200.402 – 200.405; Miss. Code Ann. §§ 27-103-159, 31-7-1, et. seq. (*Purchase Law Summary* (June 2016) ([http://www.osa.ms.gov/downloads/Purchase\\_Law\\_Update.pdf](http://www.osa.ms.gov/downloads/Purchase_Law_Update.pdf)); *Mississippi Public School Asset Management Manual* (<http://www.osa.state.ms.us/documents/property/PublicSchMan08.pdf>)

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Compliance Indicator A4: The District/Subgrantee has an accounting system and written policy and/or procedures that includes controls to prevent the over-obligation of program funds, misstatement of unliquidated obligations, duplicate payments, or other inappropriate changes to grant programs. 2 C.F.R. § 200.302-200.303; 34 C.F.R. § 76.702				
The District provided a written policy and/or procedure; however, the District failed to produce source documentation	Federal Programs Handbook has been reviewed and updated to include a developed plan for training and	Federal Programs Director	Federal Programs Handbook Indicator A4	8/1/21 - 12/1/21

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>that could substantiate the policy and/or procedure is being followed. The accounting system (Integrity) has built-in protection against unauthorized obligations of any funds. There were several examples of expenditures exceeding budgeted amounts in the salary and fringe objects. Upon inquiry, the District has requested a budget amendment to clear these issues; however, EDGAR requires expenditures to be budgeted before funds are expended. In addition, if other objects were to be fully expended, it would be impossible to make an amendment. Thus, the District failed to implement specific steps to prevent the misstatements of unliquidated obligations.</p> <p>Compliance Indicator A5: The District/Subgrantee maintains written policy and/or procedures to periodically review its accounts to ensure that all transactions (including refunds and recorded transactions) have been accurately and properly recorded.</p>	<p>implementing the policy and/or procedure that includes controls to prevent the over-obligation of program funds, misstatement of unliquidated obligations, duplicate payments, or other inappropriate changes to grant programs.</p> <p>Plan was reviewed by an outside source to verify plan meeting compliance.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook Indicator A5</p>	<p>8/1/21-12/1/21</p>

Please use additional sheets as needed.

Page 2 of 22

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>2 C.F.R. § 200.302; 34 C.F.R. § 76.702; Miss. Code Ann. §§ 37-61-19, 37-61-21</p> <p>The District provided a board policy and/or procedure; however, the District failed to produce source documentation that could substantiate the policy and/or procedure is being followed.</p>	<p>Plan was reviewed by an outside source to verify plan meeting compliance.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook Indicator D2</p>	<p>8/1/21-12/1/21</p>
	<p>Compliance Indicator D2: The District has board policy and/or procedures in place to demonstrate controls that protect against waste, fraud and abuse for identifying and assessing risks to compliance and successful operation within different elements of the organization and how to respond to any identified risks. 2 C.F.R. § 200.303; 2 C.F.R. § 200.113.</p>	<p>The District failed to provide a written policy and/or procedure to demonstrate controls that protect against waste, fraud and abuse for identifying and assessing risks to compliance and successful operation within different elements of the organization and how to respond to any identified risks.</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Compliance Indicator D3: The District has board policy and/or procedures in place to demonstrate the evaluation of the performance of its internal controls systems, who will conduct evaluation, who will monitor compliance with internal controls requirements/ effectiveness of the internal controls system, and how the results of evaluation of its internal controls will be revised or implemented. 2 C.F.R. § 200.303; 2 C.F.R. § 200.328(a).	Federal Programs Handbook has been reviewed and updated to include a policy and/or procedure to demonstrate the evaluation of the performance of its internal controls systems, who will conduct evaluation, who will monitor compliance with internal controls requirements/ effectiveness of the internal controls system, and how the results of evaluation of its internal controls will be revised or implemented and a developed plan for training and implementing the policy and/or procedure.	Federal Programs Director	Federal Programs Handbook Indicator D3	8/1/21 - 12/1/21

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Compliance Indicator E5: District/Subgrantee has a policy and/or procedure for providing military recruiters and Institution of Higher Learner (IHL), upon request, required directory information for students. ESSA, Sec. 8528.</p> <p>The District failed to provide a written policy and/or procedure for providing military recruiters and Institutions of Higher Learning (IHL), upon request, required directory information of students.</p>	<p>Federal Programs Handbook has been reviewed and updated to include a policy and/or procedure for providing military recruiters and Institution of Higher Learner (IHL), upon request, required directory information for students and a developed plan for training and implementing the policy and/or procedure.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook Indicator F7</p>	<p>8/1/21 - 12/1/21</p>
<p>Compliance Indicator F7: The District/Subgrantee has board policy and/or procedures for proper disposal of equipment which includes ensuring the highest possible return if the District is authorized or required to sell equipment if applicable. 2 C.F.R. § 200.313 – 200.314.</p> <p>The District failed to provide a written policy and/or procedure for proper disposal of equipment which includes ensuring the highest possible return if</p>	<p>Federal Programs Handbook has been reviewed and updated to include a policy and/or procedure for proper disposal of equipment which includes ensuring the highest possible return if the District is authorized or required to sell equipment if applicable and a developed plan for training and implementing the policy and/or procedure.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook Indicator E5</p>	<p>8/1/21 - 12/1/21</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: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
the District is authorized or required to sell equipment if applicable.	PARs and Semi Annuals will be submitted to MDE OFP	Federal Programs Director	Semi-Annuals PARs Documentation	12/1/21
Compliance Indicator G2: The District/Subgrantee has personnel activity documentation that meets the following standards: • reflect an after-the-fact distribution of the actual activity and signed by employee at least monthly and • reconcile actual cost to budgeted amounts at least quarterly based on monthly activity reports (cost charged to federal awards are adjusted as necessary). 2 C.F.R. § 200.430.	The District failed to provide personnel activity reports (PARS) and Semi-Annuals (SEMI's) for all employees paid with federal funds.	Federal Programs Director	Semi-Annuals PARs Documentation	12/1/21

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The District failed to provide personnel activity reports (PARS) and Semi-Annuals (SEMsIs) for all employees paid with federal funds.</p> <p>Compliance Indicator G3: The District/Subgrantee has certification documentation that meets the standard for employees who are 100% funded with a single federal award. 2 C.F.R. § 200.430.</p>	<p>PARs and Semi Annuals will be submitted to MDE OFP</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21-12/1/21</p>
<p>The District failed to provide PARS and SEMIs for all employees paid with federal funds.</p> <p>Compliance Indicator H3: The District/Subgrantee has board policy and/or procedures for analyzing the procurement process to determine the most economical approach. 2 C.F.R. § 200.318 – 200.320; 200.322; 200.326.</p>	<p>Federal Programs Handbook has been reviewed and updated to include a policy and/or procedure for analyzing the procurement process to determine the most economical approach and a developed plan for training and implementing the policy and/or procedure.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21-12/1/21</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>began including a brief narrative of the necessity of each proposed purchase.</p> <p>Compliance Indicator H4: The District/Subgrantee has board policy and/or procedures to review and/or audit the content of its procurement files to ensure completeness of its procurement records and outlines the frequency that it is performed. 2 C.F.R. §§ 200.318 – 200.320; 200.322; 200.326.</p>	<p>Federal Programs Handbook has been reviewed and updated to include a policy and/or procedure to review and/or audit the content of its procurement files to ensure completeness of its procurement records and outlines the frequency that it is performed and a developed plan for training and implementing the policy and/or procedure.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21- 12/1/21</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Compliance Indicator H11: The District/Subgrantee has policy and/or procedures for ensuring that it does not contract with parties who have been suspended or debarred. 2 C.F.R. § 213, 2 C.F.R. Part 3485.</p> <p>The District failed to provide a written policy and/or procedure for ensuring that it does not contract with parties who have been suspended or debarred.</p>	<p>Federal Programs Handbook has been reviewed and updated to include a written policy and/or procedure for ensuring that it does not contract with parties who have been suspended or debarred and a developed plan for training and implementing the written policy and/or procedure.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21-12/1/21</p>
<p>Compliance Indicator I2: The District/Subgrantee has procedures in place that are taken when it identifies excess indirect cost charges. 2 C.F.R. § 200.414 and 34 C.F.R. § 76.560-569.</p> <p>The District failed to provide procedures that are taken when it identifies excess indirect cost charges.</p>	<p>Federal Programs Handbook has been reviewed and updated to include procedures that are taken when it identifies excess indirect cost charges and a developed plan for training and implementing the procedures that are taken when it identifies excess indirect cost charges.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21-12/1/21</p>
<p>Compliance Indicator J3: The District/Subgrantee has board policy and/or procedures to ensure that every effort is made to coordinate efforts and implement activities across programs</p>	<p>Federal Programs Handbook has been reviewed and updated to include a revised policy and/or procedure to ensure that every effort is made to coordinate efforts and implement activities across programs</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21-12/1/21</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>featuring similar goals, objectives or action steps. 2 C.F.R. § 200.403-408, 2 C.F.R. § 200.420-475, and EDGAR 80.30(c)(2).</p> <p>The District provided a written policy and/or procedure; however, the policy and/or procedure did not clearly define how every effort is made to coordinate efforts and implement activities across programs featuring similar goals, objectives or actions. Per interview(s), most of the OFP budgeting and planning is performed by the FPD without input from the Business Manager. Business Manager primarily enters OFP budgets in Marathon software.</p> <p>Compliance Indicator J4: The District/Subgrantee has board policy and/or procedures to ensure that the development of programs with federal funds is seamless with the process used in the development of State and local funds. 2 C.F.R. § 200.302 (b)(5); 200.331(a)(2).</p>	<p>featuring similar goals, objectives or action steps and a developed plan for training and implementing the policy and/or procedure.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21 - 12/1/21</p>

Please use additional sheets as needed.

Page 10 of 22

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The District failed to provide a written policy and/or procedure to ensure that the development of programs with federal funds is seamless with the process used in the development of State and local funds.</p>	<p>Compliance Indicator J6: The District/Subgrantee has board policy and/or procedures that evaluate the relative value received from different types of expenditures made using program funds. 2 C.F.R. § 200.302 (b) (5); 200.331(a)(2).</p>	<p>Federal Programs Handbook has been reviewed and updated to include a policy and/or procedure that evaluates the relative value received from different types of expenditures made using program funds and a developed plan for training and implementing the policy.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p> <p>8/1/21-12/1/21</p>
	<p>The District failed to provide a written policy and/or procedure that evaluate the relative value received from different types of expenditures made using program funds.</p>			
	<p>Compliance Indicator L1: The District has board policy and/or procedures in place to demonstrate: • the calculation of MOE • process if it fails to meet the MOE requirements • the monitoring process used during the fiscal year to ensure it meets the MOE requirements</p>	<p>Federal Programs Director</p>		<p>Federal Programs Handbook</p> <p>8/1/21-12/1/21</p>

Please use additional sheets as needed.

Page 11 of 22

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>for expenditures levels. ESSA, Sec. 1118(a) and 8521.</p> <p>The District provided a written policy and/or procedure that provides a process for factoring the sustainability of the program activities into decisions regarding the use of the program funds. However, the procedure does not demonstrate the actual calculation of MOE during the fiscal year to ensure compliance with the MOE requirements.</p>	<p>fiscal year to ensure it meets the MOE requirements for expenditures levels and a developed plan for training and implementing the revised policy and/or procedure.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21-12/1/21</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Compliance Indicator O2: Describe the management certification (or verification, sign-off, or related) process the District requires of schools to ensure that reported data are accurate and complete (e.g., review process for determining data are ready for certification, how responsibility for the certification is assigned, consequences for certifying inaccurate data). 2 C.F.R. § 331(a)(2).	Federal Programs Handbook has been reviewed and updated to include a described management certification (or verification, sign-off, or related) process the District requires of schools to ensure that reported data are accurate and complete (e.g., review process for determining data are ready for certification, how responsibility for the certification is assigned, consequences for certifying inaccurate data).	Federal Programs Director	Federal Programs Handbook	8/1/21-12/1/21
	The District failed to describe the management certification (or verification, sign-off, or related) process the District requires of schools to ensure that reported data are accurate and complete (e.g., review process for determining data are ready for certification, how responsibility for the certification is assigned, consequences for certifying inaccurate data).	Federal Program Director	Federal Programs Handbook	8/1/21-12/1/21
	Compliance Indicator O3: How does the District monitor schools to ensure they have processes in place, so that reported data is accurate and complete (e.g., periodic monitoring, review of school	Documentation of school monitoring to ensure that schools are monitored to ensure they have processes in place, so that reported data is accurate and complete (e.g., periodic monitoring, review school	Federal Programs Director	8/1/21-12/1/21

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>business rules, audits of submitted data) 2 C.F.R. § 331(a)(2).</p> <p>The District failed to provide evidence of monitoring schools to ensure they have processes in place, so that reported data is accurate and complete (e.g., periodic monitoring, review of school business rules, audits of submitted data).</p>	<p>business rules, audits of submitted data) will be collected and provided to MDE. Federal Programs Handbook has been reviewed and updated to include a developed plan for training and implementing the process.</p>	<p>Federal Program Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21-12/1/21</p>
<p>Compliance Indicator O4: Does the District have procedures in place for reviewing District and school level data? 2 C.F.R. § 331(a)(2).</p> <p>The District failed to provide a written policy and/or procedure that describes how the District reviews District and school level data.</p>	<p>Federal Programs Handbook has been reviewed and updated to include a written policy and/or procedure that describe how the District will review District and school level data and a developed plan for training and implementing the policy and/or procedure.</p>	<p>Federal Program Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21-12/1/21</p>
<p>Compliance Indicator O5: What is the District's process for building the capacity of staff responsible for data management? 2 C.F.R. § 331(a)(2).</p> <p>The District failed to provide a process for building the capacity of staff responsible for data management.</p>	<p>Federal Programs Handbook has been reviewed and updated to include a process that describes how the District will build the capacity of staff responsible for data management and a developed plan for training and implementing the policy and/or procedure.</p>	<p>Federal Program Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21-12/1/21</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Compliance Indicator T1: The District uses Title IV, Part A administrative funds appropriately. Ensure administrative cost does not exceed 2% of the District's Title IV, Part A Allocation. ESSA, Sec. 4105(c).</p> <p>The District failed to charge administrative costs to Title IV, Part A appropriately. The amount of indirect cost charged to the program exceeded the 2% maximum.</p>	<p>Federal Programs Handbook has been reviewed and updated to include a process that describes how the District uses Title IV, Part A administrative funds appropriately to ensure administrative cost does not exceed 2% of the District's Title IV, Part A Allocation.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21/- 12/1/21</p>
<p>Compliance Indicator T4: The District ensures the programs and activities supported with Title IV, Part A funds are consistent with the types of programs and activities. ESSA, Sec. 4107 - 4109.</p> <p>The District provided evidence that it ensures the programs and activities supported with Title IV, Part A funds are consistent with the types of programs and activities. Most purchases were aligned with allowable uses; however, some purchases became unallowable with the personalization of</p>	<p>Documentation for Title IV purchases must include:</p> <ul style="list-style-type: none"> <li>-Request of Requisition with a description of the item.</li> <li>-Formal quote with shipping</li> <li>-2nd quote if required.</li> <li>-Justification Form to determine if purchase is allowable, allocable, and reasonable. Must be signed by administrator/direct.</li> <li>-FPD will verify documentation and purchase prior to processing.</li> </ul> <p>Example will be provided to MDE as evidence, along with the FP Handbook</p>	<p>Federal Programs Director</p> <p>Federal Programs Handbook</p> <p>Documentation of funds transferred.</p>	<p>12/1/21</p>	

Please use additional sheets as needed.

Page 15 of 22

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>the items with the district's name and school's name. The District's FY19 allocation in Title IV, Part A is \$68,877.00. The following was indicated paid from the accounts payable documentation provided for items that were personalized.</p> <p>P.O# 912122 P. O. Date 05/21/19 Vendor PS Safety Connection LLC Amount \$3,436.25</p> <p>P.O.# 912121 P.O. Date 05/21/19 Vendor PS Safety Connection LLC Amount \$2,193.00.</p> <p>Total Question Cost in the amount of \$5,629.25 to the FY19 Title IV, Part A Program.</p>	<p>procedure.</p>	<p>Compliance Indicator AA1: Mandatory reservation for students experiencing homelessness. ESSA, Sec. 1113(c)(3) (A)(i)</p>	<p>Federal Programs Director Business Manager</p>	<p>12/1/21 Federal Programs Handbook Documentation of funds transferred.</p> <p>The district shall reimburse the MDE for the Questioned Cost of the FY19 Title I, Part A program in the amount of \$100.00.</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>experiencing homelessness. Through the interview, it was discovered that the District does not have a rationale for the amount that is reserved for Homelessness. Also, the following expenditure was tested and resulted in Questioned cost:</p> <p>Purchase Order Vendor Amount Reason for Questioned Cost Fund Transfer ELL Student \$100.00 Non-allowable</p> <p>Total Questioned Cost of the FY18 Title I, Part A program in the amount of \$100.00.</p> <p>Compliance Indicator AA6: Optional reservation for early childhood education. ESSA, Sec. 1113(c)(5).</p> <p>The District took the optional reservation for early childhood; however, through the interview it was discovered that there is not a criterion established for determining which students are eligible for Prekindergarten services supported by Title I funds.</p>	<p>The check shall be made payable to State Treasurer Fund 3201 and mailed to the Office of Federal Programs.</p>	<p>Early Learning Collaborative Coordinator Elementary Curriculum Director</p>	<p>Early Learning Collaborative Coordinator Elementary Curriculum Director</p>	<p>12/1/21</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Compliance Indicator FF1: District parent and family engagement policy. ESSA, Sec. 1116(a)(1)-(2)</p> <p>The District provided a written parent and family engagement policy; however, the following requirements were not addressed: 1. Parents and family members participating in the joint development of Title I activities. 2. How parents and family members will be involved in the Title I school's activities.</p>	<p>Family Engagement Policy will be revised to include all required components. Documentation in the development of the revised policy will be provided.</p>	<p>Federal Programs Director</p>	<p>Family Engagement Policy located on website.</p> <p>Documentation of the development of the revised policy.</p>	<p>12/1/21</p>
<p>Compliance Indicator GG2: School-wide plan. ESSA, Sec. 1114(b)</p> <p>The District provided school-wide plans through MCAPS. Upon reviewing the school-wide plans it was discovered that Agricola Elementary School and L.T. Taylor (Luccedale) Intermediate School did not have Action Steps for the School Plan Overview; thus, the plans failed to describe the strategies that the schools will implement to address the schools' needs consistent with the requirements in Section 1114(b)(7). Each school plan was District approved that indicates that</p>	<p>Federal Programs Handbook has been reviewed and updated to include procedures that outlines how the District will ensure completeness of the schoolwide plans and will ensure that the school implements programs consistent with their plan. Documentation in the development, implementation and evaluation of the effectiveness of the implemented procedure.</p>	<p>Federal Programs Director Principals</p>	<p>Federal Programs Handbook</p>	<p>12/1/21</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
it should be in compliance with all requirements. It was also determined through the interview with the Federal Programs Director, that the District does not have procedures or a process for ensuring that programs are being implemented as outlined in any of the school-wide plans.	Compliance Indicator MM2: Use of ongoing stakeholder consultation and data to update and improve Title II, Part A activities. ESSA, Sec. 2102(b)(2)(D) and Sec. 2102(b)(3)(B)	Federal Programs Director	Federal Programs Handbook FY22 documentation	12/1/21
The District failed to provide any evidence of stakeholder consultation and data to update and improve Title II, Part A activities.	Documentation in the development, implementation and evaluation of the effectiveness of the implemented procedure.  FY21 Title II plans were transferred to Title I. Documentation will be from FY22.	Federal Programs Director	Federal Programs Handbook FY22 documentation	12/1/21

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: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Coordination of professional development activities. ESSA, Sec. 210 The District failed to provide any evidence of coordination of professional development activities.</p>	<p>development activities. Supporting documentation in the development, implementation and evaluation of the effectiveness of the implemented procedure will be collected and submitted.</p>	<p>Federal Programs Director</p>		<p>12/1/21</p>
<p>Compliance Indicator MM4: Alignment to challenging State academic standards. ESSA, Sec. 2102(b)(2)(A)</p> <p>The District failed to provide any evidence of alignment to challenging State academic standards.</p>	<p>Federal Programs Handbook has been reviewed and updated to include the process that will be used to ensure evidence of alignment to challenging State academic standards.</p> <p>Supporting documentation in the development, implementation and evaluation of the effectiveness of the implemented procedure will be submitted to MDE</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook FY22 Documentation</p>	<p>12/1/21</p>
<p>Compliance Indicator MM5: High-quality personalized professional development (PD) that is evidence based for educators focused on improving teaching and student learning and achievement. ESSA, Sec. 2103(b)(3)(E).</p> <p>The District failed to provide any evidence of high-quality personalized</p>	<p>Federal Programs Handbook has been reviewed and updated to include the process that will be used to ensure that evidence of high-quality personalized PD that is evidence based for educators focused on improving teaching and student learning and achievement.</p> <p>Supporting documentation in the development, implementation and</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook FY22 Documentation</p>	<p>12/1/21</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>PD that is evidence based for educators focused on improving teaching and student learning and achievement.</p> <p>Compliance Indicator OO2: Continued stakeholder consultation required to improve Title IV, Part A activities and to coordinate them with related community activities. ESSA, Sec. 4106 (c)(2)</p>	<p>evaluation of the effectiveness of the implemented procedure will be submitted to MDE</p> <p>Federal Programs Handbook has been reviewed and updated to include the process that will be used to ensure that evidence of continued stakeholder consultation required to improve Title IV, Part A activities and to coordinate them with related community activities.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook FY22 Documentation</p>	<p>8/1/21 - 12/1/21</p>
<p>The District failed to provide any evidence of continued stakeholder consultation required to improve Title IV, Part A activities and to coordinate them with related community activities.</p> <p>Compliance Indicator OO3: Program objectives and intended outcomes (required). ESSA, Sec. 4106(e)(1)(E) The District failed to provide any evidence of program objectives and intended outcomes.</p>	<p>Supporting documentation in the development, implementation and evaluation of the effectiveness of the implemented procedure will be submitted to MDE.</p> <p>Federal Programs Handbook has been reviewed and updated to include the process that will be used to ensure that evidence of program objectives and intended outcomes.</p> <p>Supporting documentation in the development, implementation and evaluation of the effectiveness of the</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook FY22 Documentation</p>	<p>8/1/21 - 12/1/21</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Compliance Indicator OO4: Priorities for certain schools (required). ESSA, Sec. 4106(e)(2)(A)</p> <p>The District failed to provide any evidence of priorities for certain schools.</p>	<p>Implemented procedure will be submitted to MDE</p> <p>Federal Programs Handbook has been reviewed and updated to include the process that will be used to ensure evidence of priorities for certain schools.</p> <p>Supporting documentation in the development, implementation and evaluation of the effectiveness of the implemented procedure will be submitted to MDE.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook FY22 Documentation</p>	<p>8/1/21 - 12/1/21</p>
<p>Compliance Indicator RR4: Transportation services. McKinney-Vento, Sec. 722(g)(4)(a)</p> <p>The District failed to produce source documents that substantiate the District is following transportation services, including to and from school of origin, and that appropriate transportation is provided to identified McKinney-Vento students and families.</p>	<p>Federal Programs Handbook has been reviewed and updated to include a plan for training and implementing the ensuring of transportation services, including to and from school of origin, and that appropriate assistance to access transportation is provided to identified McKinney-Vento students and families.</p>	<p>Federal Programs Director</p>	<p>Federal Programs Handbook</p>	<p>8/1/21 - 12/1/21</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: 12/07/21

**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	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	SY21-22 MDE Teacher Unit Allocation Email District Schedules Gifted Teachers' Routers/Schools/ MSIS Personnel Report  Copy of Gifted Teachers' License  Copies of Emails and Communication Log	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: 12/07/21

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 in the Gifted Program Handbook</p> <p>Report Results Published on District Website - Gifted Department Tab</p>	<p>December 2021</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County School District      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

District Number: \_\_\_\_\_ 2000

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The District failed to provide documentation that gifted program teacher(s) provides career guidance specific to the needs and interests of gifted students.</p> <p>The District failed to provide documentation that professional development materials pertaining to gifted education are available in the District.</p> <p>The District failed to provide documentation that parents are provided information regarding characteristics of giftedness and gifted programming options offered by the District.</p>	<p>Provide documentation that gifted program teacher(s) provides career guidance specific to the needs and interests of gifted students.</p> <p>Provide documentation that professional development materials pertaining to gifted education are available in the District.</p> <p>Provide documentation that parents are provided information regarding characteristics of giftedness and gifted programming options offered by the District.</p>	<p>Gifted Program Coordinator</p> <p>Gifted Program Coordinator</p> <p>Gifted Program Coordinator</p>	<p>Interest/need inventory information collected linked with lesson plans for support</p> <p>Professional Development Agenda</p> <p>Professional Development Sign-In Sheets</p> <p>Professional Development Evaluations</p>	<p>Current - December 2021 *ongoing</p> <p>October -December 2021</p> <p>Complete</p> <p>December 2021</p>

Please use additional sheets as needed.

Page 3 of 5

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
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	Professional Development Agendas/Sign-In Sheets/Evaluations	Complete
The District failed to maintain gifted student files appropriately. The MDE reviewed 75 of the District's 259 gifted student files.	Maintain files as required by the Regulations for Gifted Education Programs 2013.	Gifted Program Coordinator	Gifted Files	Ongoing Year Round Implementation-December 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"><li>• Eight (8) of the 75 files reviewed contained mold</li><li>• Thirty-one (31) of the 75 files reviewed failed to include an objective measure as part of the referral process.</li><li>• Twenty-four (24) of the 75 files reviewed cited grades as an objective referral criterion. (Grades are not an approved measure for gifted identification.)</li></ul>				

Please use additional sheets as needed.

Page 5 of 5

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Standard 18: Each school has a library media center. Refer to the current edition of the *Mississippi School Library Media Guide*.

- 18.1: Each school has a library media center with an organized collection of materials and equipment that represents a broad range of current learning media, including instructional technology.
- 18.2: The library staff offers a systematic program of service to students and staff by providing access to the materials and equipment, by providing instruction in the use of the materials and equipment, and by working with teachers and other staff members to provide learning activities for the students.

REGULATIONS: Miss. Code Ann. §§ 37-17-6(3)(a) through (e) and *Mississippi School Library Media Guide*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Process Standards 18, 18.1 and 18.2  The District failed to develop and utilize a board approved job description for librarians.	Librarians and administrators reviewed the current job description and made suggestions of any corrections that needed to be made.	Library Media Specialist, Office of Elementary Education and Reading, reviewed the job description	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: 12/07/21

**Standard 19:** The school district is in compliance with state law and State Board of Education policies for state adopted textbooks.

- 19.1:** Each school district provides students in each school with access to current or otherwise appropriate textbooks that are in good condition. (See glossary for definition of textbook.)
- 19.2:** Each school district shall keep an active and surplus inventory for each school in the district to be completed by June 15 of each year. The district shall report the inventory in the Textbook Inventory Management System.

**REGULATIONS.** Miss. Code Ann. § 37-43-1, § 37-43-24, § 37-43-31(2), § 37-43-51, § 37-9-14(2)(b), § 37-7-301(f), Miss. Admin. Code 7-3: 79.1 and 79.2, State Board Policy Chapter 79, Rules 79.1 and 79.2, and *Textbook Administration Handbook Rules and Regulations*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Agricola Elementary School Standard 19.1: • The school presented Write Source textbooks for English Instruction in grades 2-6 with copyright dates of 2006. The books are over 12 years old and are too old to be used as the primary source of instruction. • The school uses Stemsscopes science program for the science instruction; however, the school failed to provide evidence of a systemic plan to allow all To comply with Miss. Code Ann. §§ 37-43-1, 37-43-24, 37-43-31(2), 37-43-51, 37-9-14(2)(b), and 37-7-301 (f), and Miss. Admin. Code 7-3: 79.1 and 79.2, State Board Policy Chapter 79, Rules 79.1 and 79.2, the District shall provide students in each school with	All Schools will review and update their active textbook inventory TIMS to ensure the accuracy of the report. All schools will identify books are over 12 years old and are too old to be used as the primary source of instruction. The schools shall transfer all identified textbooks date to disposal as required by the Textbook Administration Handbook policy. The District/Schools shall organize storage rooms so that they are safe and accessible as required by the Textbook Administration Handbook Policy. The District/ Schools will develop one-to-one technology plans to provide access to online textbooks and curriculum materials. Stemsscopes license will be entered into TIMS.	Elementary Curriculum Director  Secondary Curriculum Director  District Textbook Coordinator  School Textbook Coordinator  School Principals	Active Inventory Reports from TIMS  Visual Inspection of Textbook Storage Area.  Schools One-to-One Technology Plans	December 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>access to current or otherwise appropriate textbooks that are in good condition and shall keep an active and surplus inventory for each school in the District to be completed by June 15 of each year. The District shall report the inventory in the Textbook Inventory Management System (TIMS). To comply with the above laws and rules : December 2021 students access to the online Stemsscopes science program at home.</p> <ul style="list-style-type: none"> <li>The school failed to present any textbooks for Social Studies Grades 1-4 instruction. School staff indicated that they use open source materials from the internet for Social Studies instruction in those grades; however, the school failed to provide evidence of a systemic plan to allow all students access to the online Social Studies resources at home.</li> </ul> <p>Standard 19.2:</p> <ul style="list-style-type: none"> <li>The school indicated 89 students enrolled in the Grade 1 math course, 60 students in the Grade 2 math course, and 75 students in the Grade 3 math course; however, TIMS listed no math books for Grades 1 - 3. The school presented</li> </ul>	<p>Ready Mississippi consumable texts for reading and mathematics instruction will be entered into TIMS.</p> <p>Elementary Curriculum Director, Elementary Principals, and Elementary Teacher shall collaborate to select and purchase appropriate textbook/ materials for social studies grades K-6 to comply with standard 19.1. The purchased materials will then be entered into TIMS.</p>	<p>Elementary Curriculum Director, Elementary Principals, and Elementary Teacher shall collaborate to select and purchase appropriate textbook/ materials for science grades K, 1, 3, and 6 to comply with standard 19.1. The purchased materials will then be entered into TIMS.</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: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>consumable math books for Grades 1-3 but failed to enter them into TIMS.</p> <ul style="list-style-type: none"> <li>The school indicated 89 students enrolled in the Grade 1 science course, 60 students in the Grade 2 science course, 75 students in the Grade 3 science course, and 69 students in the grade 4 science course; however, TIMS listed no science books for Grades 1-4. The school uses Stemsscopes Science for the science instruction but failed to enter the number of online licenses into TIMS.</li> </ul>	<p>Ready Mississippi consumable texts for reading and mathematics instruction will be entered into TIMS.</p> <p>Elementary Curriculum Director, Elementary Principals, and Elementary Teacher shall collaborate to select and purchase appropriate textbook/ materials for social studies grades K-6 to comply with standard 19.1. The purchased materials will then be entered into TIMS.</p>	<p>Elementary Curriculum Director</p> <p>Secondary Curriculum Director</p> <p>District Textbook Coordinator</p>	<p>Active Inventory Reports from TIMS</p> <p>Visual Inspection of Textbook Storage Area.</p> <p>Schools One-to-One Technology Plans</p>	<p>December 2021</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County School District

Date CAP Approved by Local School Board: 12/07/21

District Number: 2000

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<ul style="list-style-type: none"><li>The District/school shall update the TIMS inventory to accurately reflect all books being used at the school as required by Process Standard 19.2.</li><li>The District/school shall update the TIMS inventory active listing to reflect the correct quantities of books at the schools as required by Process Standard 19.2.</li><li>The District/school shall develop a systemic plan for providing all students access to Stemsscopes Science program and any open source materials used for Social Studies instruction at home as required by the Textbook Administration Handbook policy and Process Standard 19.1.</li><li>The District shall place on the shelf, all textbooks from boxes that are current. The District/School shall organize storage rooms so that they are safe and accessible as required by the Textbook Administration Handbook Policy.</li></ul>			

Please use additional sheets as needed.

Page 4 of 21

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Bendale Elementary School Standard 19.1: <ul style="list-style-type: none"><li>The school uses Stemsscopes science program for the science instruction; however, the school failed to provide evidence of a systemic plan to allow all students access to the online Stemsscopes science program at home.</li><li>The school presented Harcourt Science as the textbook for Grade 4 Science instruction with a copyright date of 2002. The books are too old to be used as the primary source of instruction.</li><li>The school failed to present any textbooks for Social Studies Grades 1-4 instruction. School staff indicated that they use open source materials from the internet for Social Studies instruction in those grades; however, the school failed to provide evidence of a systemic plan to allow all students access to the online Social studies resources at home.</li><li>The school presented Glencoe the World and Its People (2005) and United States Adventures in Time and Place (1999) for books used in Social Studies Grade 5. The books are over 12 years old and are too old to be used as the</li></ul>				

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>primary source of instruction.</p> <p>Standard 19.2:</p> <ul style="list-style-type: none"> <li>The school indicated 14 students enrolled in the Grade 1 Reading course, 30 students in the Grade 2 Reading course, 21 students in the Grade 3 Reading course, 23 students in the Grade 5 Reading course and 21 students in the Grade 6 Reading course; however, the school failed to list any Reading books for Grades 1 – 3, 5 and 6 in TIMS. The school uses Ready Mississippi consumable texts for reading instruction in those grades but failed to enter the number of books distributed into TIMS. (Note: Grade 4 was compliant.)</li> <li>The school indicated 25 students enrolled in the Kindergarten Math course, 14 students enrolled in the Grade 1 Math course, 30 students in the Grade 2 Math course, 21 students in the Grade 3 Math course, 26 in the Grade 4 Math course, 23 in the Grade 5 Math course and 21 students in the Grade 6 Math course; however, the school failed</li> </ul>				

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County School District

Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21  
District Number: \_\_\_\_\_ 2000 Date CAP Approved by Local School Board: \_\_\_\_\_

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>to list any Math books for Grades 1–6 in TIMS. The school uses Ready Mississippi and Go Math consumable texts for mathematics instruction in those grades but failed to enter the number of books distributed into TIMS.</p> <ul style="list-style-type: none"><li>The school indicated 25 students enrolled in the Kindergarten Science course, 14 students enrolled in the Grade 1 Science course, 30 students in the Grade 2 Science course, 21 students in the Grade 3 Science course, 26 students in the Grade 4 Science course, 23 students in the Grade 5 Science course, and 21 students in the Grade 6 Science course; however, the school failed to list any Science books for Grades 1–3 in TIMS. The school uses StenScopes Science program and Science: A Closer Look texts for Science instruction in Grades 4–6 but failed to enter the number of licenses and books distributed into TIMS.</li></ul>				

Please use additional sheets as needed.

Page 7 of 21

## Corrective Action Plan

District Name: \_\_\_\_\_ George County School District

Date CAP Approved by Local School Board: \_\_\_\_\_ District Number: \_\_\_\_\_ 2000 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Central Elementary School Standard 19: •The storage area is severely under shelved with stacked textbooks, this is a safety hazard.				
Standard 19.1: •The school uses Stemsscopes science program for the science instruction; however, the school failed to provide evidence of a systemic plan to allow all students access to the online Stemsscopes science program at home. •The school failed to present any textbooks for Social Studies Grades 1-6 instruction. School staff indicated that they use open source materials from the internet for Social Studies instruction in those grades; however, the school failed to provide evidence of a systemic plan to allow all students access to the online Social studies resources at home.				
Standard 19.2: •The school indicated 54 students enrolled in the Kindergarten Science course, 89 students in the Grade 1 Science course, 107 students in the Grade 2 Science course, 90 students in				

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>the Grade 3 Science course, 93 students in the Grade 4 Science course, 84 students in the Grade 5 Science course, and 87 students in the Grade 6 Science course; however, the school failed to list any Science books for Grades K–6 in TIMS. The school failed to include the Stemscopes Online resources for Science Grades K–8 that are being used in the TIMS active list.</p> <ul style="list-style-type: none"><li>• The school indicated 54 students enrolled in the Kindergarten Reading course, 89 students in the Grade 1 Reading course, 107 students in the Grade 2 Reading course, 90 students in the Grade 3 Reading course, 93 students in the Grade 4 Reading course, 84 students in the Grade 5 Reading course, and 87 students in the Grade 6 Reading course; however, the school failed to list any Reading books for Grades 1–6 in TIMS. The school uses Ready Mississippi consumable texts for reading instruction in those grades but failed to enter the number of books distributed into TIMS.</li></ul>				

Please use additional sheets as needed.

Page 9 of 21

## Corrective Action Plan

District Name: \_\_\_\_\_ George County School District      District Number: \_\_\_\_\_ 2000      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The school indicated 54 students enrolled in the Kindergarten Math course, 89 students in the Grade 1 Math course, 107 students in the Grade 2 Math course, 90 students in the Grade 3 Math course, 93 students in the Grade 4 Math course, 84 students in the Grade 5 Math course, and 87 students in the Grade 6 Math course; however, the school failed to list any Math books for Grades K–3 in TIMS. TIMS listed Saxon Math texts for Grades 4–6 but failed to present those books to the auditors. The school uses Go Math consumable texts for Math instruction in those grades but failed to enter the number of books distributed into TIMS. Grade 2 Social Studies course, 90 students in the Grade 3 Social Studies course, 93 students in the Grade 4 Social Studies course, 84 students in the Grade 5 Social Studies course, and 87 students in the Grade 6 Social Studies course; however, the school failed to listed any Social Studies books for Grades 1–4 in TIMS. The school uses free open source online resources for Social Studies instruction in grades 1–6.				

Please use additional sheets as needed.

Page 10 of 21

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
L. C. Hatcher Elementary School Standard 19.1 • The school failed to provide evidence of a systemic plan to allow all students access to the online Stemsscopes science program at home. • The school failed to present any textbooks for Social Studies Grades 1-4 instruction. School staff indicated that they use open source materials from the internet for Social Studies instruction in those grades; however, the school failed to provide evidence of a systemic plan to allow all students access to the online Social Studies resources at home. Standard 19.2 • The school indicated 72 students enrolled in the Kindergarten Reading course, 74 students in Grade 1 Reading Course, 87 students in the Grade 2 Reading Course, 19 students in the Grade 3 Reading Course, and 19 students in the Grade 4 Reading course; however, the school failed to list in TIMS the Ready Reading Instruction workbooks used for Reading instruction in those grades. • The school indicated 72 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
enrolled in the Kindergarten Math course, 74 students in Grade 1 Math Course, 87 students in the Grade 2 Math Course, 19 students in the Grade 3 Math Course, and 19 students in the Grade 4 Math course; however, the school failed to list in TIMS the Go Math workbooks used for Math instruction in those grades.				
Rocky Creek Elementary School Standard 19.1	<ul style="list-style-type: none"><li>The school failed to provide evidence of a systemic plan to allow all students access to the online Stemsscopes science program at home.</li><li>The school failed to present any textbooks for Social Studies Grades 1-6 instruction to the auditors. School staff indicated that they use open source materials from the internet for Social Studies instruction in those grades; however, the school failed to provide evidence of a systemic plan to allow all students access to the online Social Studies resources at home.</li></ul>			

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Standard 19.2 • The school indicated 60 students enrolled in the Kindergarten Reading course, 63 students in Grade 1 Reading Course, 59 students in the Grade 2 Reading Course, 66 students in the Grade 3 Reading course, 54 students in Grade 4 Reading Course, 66 students in the Grade 5 Reading Course, and 54 students in the Grade 6 Reading Course; however, the school failed to list in TIMS the Ready Reading Instruction workbooks used for Reading instruction in those grades. • The school indicated 60 students enrolled in the Kindergarten Math course, 63 students in Grade 1 Math Course, 59 students in the Grade 2 Math Course, 66 students in the Grade 3 Math course, 54 students in Grade 4 Math Course, 66 students in the Grade 5 Math Course, and 54 students in the Grade 6 Math Course; however, the school failed to list in TIMS the Go Math workbooks for Math instruction used in those grades.				

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"><li>School staff indicated that the books on the TIMS active inventory were no longer in the storage room as they were given away to students when the school shifted to primarily consumable workbooks for instruction.</li></ul>				
L.T. Taylor Intermediate School Standard 19.1	<ul style="list-style-type: none"><li>The school indicated 62 students enrolled in the Grade 4 English course, 64 students in Grade 5 English Course, and 61 students in the Grade 6 English Course; however, the school uses Write Source textbooks for Reading instruction in those grades which are too old (2006) to be used as the primary source of instruction for those courses.</li><li>The school failed to provide evidence of a systemic plan to allow all students access to the online Stemsscopes science program at home.</li></ul>			<ul style="list-style-type: none"><li>The school indicated 62 students enrolled in the Grade 4 Reading course, 64 students in Grade 5 Reading Course, and 61 students in the Grade 6</li></ul>

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Reading Course; however, the school failed to list in TIMS the Ready Reading Instruction workbooks used for Reading instruction in those grades.</p> <ul style="list-style-type: none"> <li>The school indicated 62 students enrolled in the Grade 4 Math course, 64 students in Grade 5 Math Course, and 61 students in the Grade 6 Math Course; however, the school failed to list in TIMS the Go Math workbooks used for Math instruction in those grades.</li> <li>The school indicated 62 students enrolled in the Grade 4 Science course, 64 students in Grade 5 Science course, and 61 students in the Grade 6 Science course; however, the school failed to list in TIMS the Stemsscopes Science Online Program for Science instruction used in those grades.</li> <li>The school failed to present any textbooks for Grades 4, 5, and 6 Social studies to the auditors. School staff indicated they used weekly readers for Social Studies instruction in those grades; however, they were not listed in TIMS.</li> </ul>		<p>Elementary Curriculum Director Secondary Curriculum Director District Textbook Coordinator School Textbook Coordinator School Principals</p>	<p>Active Inventory Reports from TIMS Visual Inspection of Textbook Storage Area. Schools One-to-One Technology Plans</p>	December 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria Implementation Timeline
<b>George County Middle School Standard 19.1</b> <ul style="list-style-type: none"> <li>The school uses Stemsscopes science program for the science instruction; however, the school failed to provide evidence of a systemic plan to allow all students access to the online Stemsscopes science program at home.</li> <li>The school uses I-Ready Online Reading Program for the Reading instruction; however, the school failed to provide evidence of a systemic plan to allow all students access to the online I-Ready program at home.</li> <li>The school indicated 298 students enrolled in the Grade 8 math course. The school uses I-Ready Math Online Program for Grade 8 Math. The school reported 125 I-Ready Math licenses; however, the school failed to provide evidence of a systemic plan to allow all students access to the online I-Ready program at home.</li> </ul>	Correction Actions George County Middle School <ul style="list-style-type: none"> <li>The District/ Schools will develop one-to-one technology plans to provide access to online textbooks and curriculum materials.</li> </ul> <p>Stemsscopes license will be entered into TIMS.</p>		The District/ Schools will develop one-to-one technology plans to provide access to online textbooks and curriculum materials <ul style="list-style-type: none"> <li>I-Ready Classroom Math Student Worktext with Digital Access Grade 7 for 1 Year for 321 students was purchased and entered into TIMS. ISBN 9781728015026</li> <li>I-Ready Classroom Common Core Math Teacher Guide with Digital Access Grade 7 1 Year for quantity 13 was purchased and entered into TIMS. ISBN 9781728015651</li> </ul>

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>course; however, the school failed to list the I-Ready Online Program in TIMS for Reading instruction in those grades.</p> <ul style="list-style-type: none"> <li>The School indicated 298 students enrolled in the Grade 8 Math course; however, the school failed to list the I-Ready Online Program in TIMS for Math instruction in Grade 8.</li> <li>The school indicated 297 students enrolled in the Grade 7 Science course and 297 students in the Grade 8 Science course; however, the school presented 300 I-Science workbooks for Grade 7 Science Instruction and 300 Science Explorer Grade 8 MS for grade 8 Science Instruction that were not listed in TIMS.</li> </ul> <p>George County High School Standard 19.1</p> <ul style="list-style-type: none"> <li>The school presented Elements of Literature for instruction in the English II course. The book is too old (2003) for use as a primary text for the course.</li> <li>The school presented Elements of Literature for instruction in the Literature III course. The book is too old (2003) for use as a primary text for</li> </ul>	<p>I-Ready Classroom Math Student Worktext with Digital Access Grade 8, 1 Year quantity 321 was purchased and entered into TIMS. ISBN 9781728015033</p> <p>I-Ready Classroom Common Core Math Teacher Guide with Digital Access Grade 8. 1 Year quantity 13 was purchased and entered into TIMS. ISBN 9781728015668</p> <p>I-Ready Assessment Reading License for 1 Year quantity 321 for 7th grade and 321 for 8th grade was purchased and entered into TIMS. ISBN 9780760972625</p> <p>I-Ready Reading Instruction Add on per Student License 1 Year for 7th and 8th grade quantity 3 teachers for 7th grade and 3 teachers for 8th grade was purchased and entered into TIMS. ISBN 9780760972977</p> <p>Correction Actions George County High School</p>			
				2022 My Perspectives MS Bundle Grade 10, 1-Year digital license + 2 novels quantity 300 was purchased and entered into TIMS. ISBN 9781418361181

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>the course.</p> <ul style="list-style-type: none"> <li>The school indicated 55 students enrolled (semester 1) and 51 students enrolled (semester 2) in the Algebra III course. The school reported 33 Pre-Calculus with Limits textbooks in TIMS, which is not enough books for the students enrolled.</li> <li>The school indicated 30 students enrolled (semester 1) and 29 students enrolled (semester 2) in the Human Anatomy and Physiology course. The school presented 24 Human Anatomy and Physiology textbooks to the auditors, which were not enough for the number of students enrolled.</li> <li>The school indicated 84 students enrolled (term 1), 34 students enrolled (term 2), 81 students enrolled (term 3), and 54 students enrolled (term 4), in the United States Government course. The US Government Democracy in Action textbooks presented were too old (2003) to serve as the primary source of instruction for the course.</li> </ul>	<p>2022 My Perspectives English 3 Grade 11 1-year digital quantity 300 was purchased and entered into TIMS. ISBN 9781418374655</p> <p>2018 Young, Precalculus, 3rd Edition Student quantity 105 was purchased and entered into TIMS.</p> <p>ISBN 9780358639114</p> <p>2018 Young, Precalculus, 3rd Edition Teacher, quantity 2 was purchased and entered into TIMS.</p> <p>ISBN 9780358639183</p> <p>Savvas Learning- Prentice Hall Modified Mastering A &amp; P with Pearson, quantity 60, 1 Year was purchased and entered into TIMS. ISBN 9780137451814</p> <p>2018 US Govt. Student Edition Online 1 Year quantity 300 was purchased and entered into TIMS.</p> <p>ISBN 9781328886217</p> <p>2018 US Govt. Teachers Edition quantity 4 was purchased and entered into TIMS. ISBN 9780358552505</p>			

Please use additional sheets as needed.

## Corrective Action Plan

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>The school indicated 43 students enrolled (term 1), 84 students enrolled (term 2), 51 students enrolled (term 3), and 80 students enrolled (term 4), in the Economics course. The Economics-Principles in Action textbooks presented were too old (2005) to serve as the primary source of instruction for the course.</li> </ul>	<p>2018 Economics Student Online 1-year digital quantity 300 was purchased and entered into TIMS. ISBN 9781328886101</p> <p>2018 Economics Teacher Digital Mgt 1 Year quantity 4 was purchased and entered into TIMS. ISBN 9781328886200</p>			

### Standard 19.2

- The school presented Elements of Literature for instruction in the English II course; however, the school failed to list the book in the TIMS active listing report.
- The school presented Elements of Literature for instruction in the Literature III course; however, the school failed to list the book in the TIMS active listing report.
- The school presented Elements of Literature for instruction in the Literature IV course; however, the school failed to list the book in the TIMS active listing report.

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"><li>The school indicated 133 students enrolled (semester 1) and 192 students enrolled (semester 2) in the Algebra I course; however, 1,062 Holt Algebra I textbooks were reported in TIMS. The disproportionately high number is usually an indicator of an inaccurate inventory.</li><li>The school indicated 94 students enrolled (semester 1) and 196 students enrolled (semester 2) in the Geometry course; however, 725 Holt Geometry textbooks were reported in TIMS. The disproportionately high number is usually an indicator of an inaccurate inventory.</li><li>The school indicated 109 students enrolled (semester 1) and 134 students enrolled (semester 2) in the Algebra II course. However, 754 Holt Geometry textbooks were reported in TIMS. The disproportionately high number is usually an indicator of an inaccurate inventory.</li><li>The school indicated 55 students enrolled (semester 1) and 51 students enrolled (semester 2) in the Algebra III</li></ul>				

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>course. However, the school failed to report in TIMS the College Algebra textbooks presented to the auditors.</p> <ul style="list-style-type: none"><li>The school indicated nine (9) students enrolled (semester 1) and 12 students enrolled (semester 2) in the Calculus course. However, the school failed to report in TIMS the Calculus textbooks presented to the auditors.</li><li>The school indicated 90 students enrolled (semester 1) and 237 students enrolled (semester 2) in the Biology I course. However, the school failed to report in TIMS the MS Biology textbooks presented to the auditors.</li><li>The school indicated 45 students enrolled (semester 1) and 44 students enrolled (semester 2) in the Chemistry course. However, the school failed to report in TIMS the MS Chemistry textbooks presented to the auditors.</li></ul>				

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: 12/07/21

**Standard 20:** The school district meets the following instructional management requirements:

- 20.1: The school district implements an instructional management system that has been adopted by the school board and includes, at a minimum, the competencies and objectives required in the curriculum frameworks approved by the State Board of Education that are available to all teachers in each school. (Districts Meeting the Highest Levels of Performance are exempted.)
- 20.2: The instructional management system includes a tiered instructional model in accordance with Miss. Admin. Code 7-3: 41.1, State Board Policy Chapter 41, Rule 41.1, including academic interventions, behavioral interventions, and *Literacy-Based Promotion Act* requirements.

**REGULATIONS:** Miss. Code Ann. §§ 37-3-49(2)(a-c), 37-3-49(5), and Miss. Admin. Code 7-3: 41.1, State Board Policy Chapter 41, Rule 41.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 1: Instructional Management System The District has an Instructional Management System for the 2019-2020 school year that the Board approved on July 9, 2019. However, the District is noncompliant with Process Standards 20, 20.1, and 20.2 based on information obtained in interviews, reviews of lesson plans, and evidence observed on the walls in the classrooms and hallways at all schools within the District with respect to the current Mississippi College- and Career- Readiness Arts Learning Standards for Dance, Media Arts, Music, Theatre.	Fy21/22 Instructional Management System was board approved.  The plan included curriculum that includes: College and Career Readiness Standards, tier process, and the curriculum expectations.	Director of Secondary Curriculum Director of Elementary Curriculum	Plan was emailed to district staff and teachers. Plan is located on the district website under the curriculum section.	8/3/21 Board Approved.

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 2: Visual Arts Activities consisted of coloring sheets with limited access to a variety of art materials and supplies. Coloring sheets and worksheets failed to differentiate instruction appropriately for students and failed to utilize questioning and discussion techniques to promote higher order thinking. The MDE auditors observed excessive use of coloring sheets and worksheets being used in every grade level. Coloring sheets fail to meet the rigor of activity-based instruction.</p> <p>Visual Arts activities consisted of coloring sheets with limited access to a variety of art materials and supplies. Coloring sheets and worksheets failed to differentiate instruction appropriately for students and failed to utilize questioning and discussion techniques to promote higher order thinking. The MDE auditors observed excessive use of coloring sheets and worksheets being used in every grade level. Coloring sheets fail to meet the rigor of activity-based instruction.</p>	<p>School district will provide professional development for visual arts specialist at each school through MDE.</p> <p>The District will provide documentation that the PreK-12 Mississippi College and Career Readiness Arts Learning Standards (Dance, Media Arts, Music, Theatre, and Visual Arts,) is being implemented in grades PreK-12 at each school.</p>	<p>Director of PD/Secondary Curriculum</p>	<p>Professional Development Documentation: Sign In Agenda Evaluation</p>	<p>January 3, 2022 with future training for teachers</p> <p>Begin implementation January 2022 and ongoing</p> <p>Lesson Plans with Arts Learning Standards listed</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Finding 3: Process Standard 20.2 – Good Cause Exemption The MDE auditors reviewed twenty-six (26) GCE documentation packets. The review of packets revealed twenty-two (22) packets contained errors. Errors included:</p> <ul style="list-style-type: none"> <li>• missing required pages,</li> <li>• indicating more than one (1) GCEs being met,</li> <li>• indicating a different GCE than the GCE notated in MSIS,</li> <li>• failure to include parental notification, and</li> <li>• failure to include required signatures.</li> </ul> <p>Fifteen (15) GCE documentation packets failed to contain evidence that the student met the GCE that had been applied.</p> <p>The District inappropriately promoted six (6) of the 15 students on GCE who failed to meet the criteria for the GCEs applied. Each school listed below had two (2) students fall into this category.</p> <ul style="list-style-type: none"> <li>• Agricola Elementary School</li> <li>• L. C. Hatcher Elementary School</li> <li>• L. T. Taylor Intermediate Elementary</li> </ul>	<p>Finding 3:</p> <p>Good Cause Exemption Process</p> <ul style="list-style-type: none"> <li>-To ensure compliance and understanding of the Good Cause Exemption requirements and packet, the district will provide a training session for school administrators and teachers.</li> <li>-To ensure compliance with Process Standard 20.2, the District shall:</li> </ul> <ol style="list-style-type: none"> <li>1. identify all students who qualify for GCEs</li> </ol> <p>-GCE District Committee will review the names of all students failing the 3rd Grade Assessment.</p> <p>Schools will be provided a list of its students that did pass the 3rd Grade Assessment.</p> <ol style="list-style-type: none"> <li>2. clearly prove that the students are covered by one (1) of the Good Cause Exemptions:</li> </ol> <p>Schools will be provided the most recent GCE packet to complete for any student meeting requirements.</p> <p>Packets and documentation will be submitted to GCE District Committee.</p>	<p>GCE District Committee Principals Teachers</p> <p>District Testing Coordinator MSIS Data Coord. Elem. Curriculum Dir.</p> <p>GCE Committee Teachers School Admin.</p>	<p>Meeting Agenda Sign In Minutes</p> <p>Professional Development: Agenda Sign In Evaluation</p> <p>GCE Packet Documentation supporting GCE</p>	

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County School District

Date CAP Approved by Local School Board: 12/07/21

2000

District Number: \_\_\_\_\_

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>After additional investigation the MDE auditors verified in MSIS that nine (9) of the 15 students were correctly promoted. However, the District's documentation failed to contain the proper evidence.</p> <p>The District failed to promote one (1) student at Benndale Elementary School in Spring 2018 who should have been promoted on GCE but they did not promote until Spring 2019.</p> <p>The GCE documentation failed to match the number of GCEs indicated in MSIS at L. T. Taylor Intermediate School. MSIS showed 18 students had been promoted on GCE, but the school provided 16 GCE documentation packets. The principal failed to produce additional packets after the MDE auditors requested them.</p>	<p>3. Develop a systematic process for completing GCE documentation and ensuring this information is uploaded to MSIS accurately.</p> <p>Packets and Intervention documentation will be sent to the GCE District Committee for review.</p> <p>After review of documentation and packet, the GCE will determine if the student qualifies for GCE based on requirements. Schools will be notified and given a list of students meeting GCE.</p> <p>GCE packet and intervention documentation will be uploaded in MSIS by the GCE District Committee appointee.</p>	<p>District Testing Coordinator, MSIS Data Coordinator , Elementary Curriculum Director, and GCE District Committee</p>	<p>Checklist Email</p>	<p>5/1/22</p>
<p>Agricola Elementary School</p> <p>Agricola Elementary School failed to produce documentation packets to demonstrate the incorporation of academic interventions, behavioral interventions, and Literacy-Based</p>	<p>4. Teachers must be trained on the tiered instructional model in accordance with State Board Policy Chapter 41, Rule 41.1.</p>	<p>District TST Support Personnel</p>	<p>Professional Development: Agenda Sign In Evaluation</p>	<p>8/2021</p>

Please use additional sheets as needed.

Page 4 of 8

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Promotion Act Requirements for the 2019-2020 school year. The District failed to refer students who did not make adequate progress following Tier I and Tier II to the teacher support team meeting for interventions within the first 20 days of school as specified in the Response to Intervention Guidelines.</p> <p>The District failed to provide paperwork on the Literacy - Based Promotion Act. Specifically, the GCE documentation packets provided were incomplete.</p> <p>Through the confidential interviews the school staff reported the District failed to have behavior interventions</p> <p>Bendale Elementary School Bendale Elementary School provided a sample of six (6) documentation packets to the monitoring team. They reported having 32 students in Tier III for reading and 26 students in Tier III for math.</p> <ul style="list-style-type: none"> <li>• Six (6) out of six (6) folders contained incomplete instructional reading plans or had plans that lacked information as</li> </ul>	<p>Training and Support</p> <ol style="list-style-type: none"> <li>Provide Professional Development on TST Model and documentation as a train-the-trainer model for TST Chairpersons from each school. Chairpersons will provide on-site training for teachers.</li> <li>Provide a District MTSS "Toolkit" to ensure consistency and completeness of documentation required for the tier process. TST Chairpersons from each school will be trained on components in the toolkit. Chairpersons will provide on-site training for teachers.</li> <li>Provide Professional Development in Positive Behavior Intervention Supports for local schools.</li> <li>Additional professional development will be provided for additional support for teachers.</li> </ol> <p>Ensure interventions are being conducted with fidelity in accordance with State Board Policy Chap. 41, Rule 41.1,</p>	<p>District TST Support Person TST Chairpersons Teachers</p> <p>Professional Development Documentation: Sign In Agenda Evaluation Toolkit</p> <p>REACHMISS will provide training in Spring 2022.</p>		<p>August 2021 9/1/21 - 5/1/22 Monthly meetings</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>described below.</p> <ul style="list-style-type: none"> <li>• Six (6) out of six (6) folders failed to contain the following information:           <ul style="list-style-type: none"> <li>o Student profile sheet</li> <li>o High quality teacher instruction documentation</li> <li>o Parent notification letter</li> <li>o 20-day MSIS meeting form</li> </ul> </li> </ul> <p>Central Elementary School</p> <p>Central Elementary School failed to produce documentation packets to demonstrate the incorporation of academic interventions, behavioral interventions, and Literacy -Based Promotion Act Requirements for the 2019-2020 school year. The District failed to refer students who did not make adequate progress following Tier I and Tier II to the teacher support team meeting for interventions within the first 20 days of school as specified in the Response to Intervention Guidelines.</p>	<p>Fidelity Checks</p> <p>These steps will be provide to ensure the fidelity of documentation for the tier process</p> <ol style="list-style-type: none"> <li>1. Routine email sent as reminders to school TST chairs to ensure fidelity of the process and policy.</li> <li>2. District-level TST support personnel will attend monthly TST meetings in local schools to participate in meetings and to review documentation.</li> <li>3. Once the intervention is completed, the TST chairperson will review the folder, complete the TST documentation checklist, and sign the final document to ensure the folder contains the required components before moving to the final step.</li> <li>4. At the end of the intervention, the school TST committee will determine if the intervention was successful. If so, the intervention may continue for additional support or the intervention process for the student may close.</li> </ol> <p>L.C. Hatcher Elementary School L.C. Hatcher Elementary School provided nine (9) documentation packets to the monitoring team.</p>	<p>TST Checklist</p> <p>TST Meeting:</p> <p>Sign In</p> <p>Agenda Minutes</p> <p>IEP Leader (if applicable)</p> <p>Folder Documentation</p>	<p>8/1/21 - 5/30/22</p> <p>Ongoing process throughout the year.</p>	

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County School District

Date: 12/07/21      District Number: 2000      Date CAP Approved by Local School Board: \_\_\_\_\_

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>They reported to have 33 students in Tier III.</p> <ul style="list-style-type: none"> <li>One (1) out of nine (9) folders failed to contain the student profile sheet           <ul style="list-style-type: none"> <li>Three (3) out of nine (9) folders failed to contain the Tier II and Tier III progress monitoring data</li> <li>Two (2) out of nine (9) folders failed to contain the parent notification letter</li> <li>Nine (9) out of nine (9) folders failed to contain the following information:               <ul style="list-style-type: none"> <li>High quality teacher instruction</li> <li>Individual reading plan</li> </ul> </li> </ul> </li> </ul>	<p>If the intervention was not successful, the TST committee will determine the next step in the intervention process.</p> <p>For Tier III students, the TST committee will meet to determine if the student needs further testing. At that time, the TST chairperson will meet with the IEP Team Leader to complete child-find documentation.</p>			8/2020
		<p>School TST Committees Administrators District TST Support Personnel</p>	<p>Meeting Agenda Sign In Minutes</p> <p>1. The District TST Support Personnel will meet with each school to ensure that all TST committees have met within the 20 days guideline, Meeting documentation will be verified and reviewed for completion.</p>	20 Day MSIS Meeting

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County School District

Date CAP Approved by Local School Board: 12/07/21

District Number: 2000

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>However, they provided two (2) documentation folders from the 2018-2019 school year.</p> <ul style="list-style-type: none"><li>• One (1) out of two (2) folders failed to contain individual reading plans.</li><li>• One (1) out of two (2) folders failed to contain parent notification letter</li><li>• Two (2) out of two (2) folders failed to contain the following information:<ul style="list-style-type: none"><li>◦ Student profile sheet</li><li>◦ High quality teacher instruction documentation</li><li>◦ Evidence of intervention</li><li>◦ 20-day MSIS meeting form</li></ul></li></ul>	<p>George County Middle School</p> <p>George County Middle School provided five (5) documentation packets to the monitoring team. They reported to have 17 students in Tier III.</p> <ul style="list-style-type: none"><li>• Two (2) out of five (5) folders failed to contain the following information:<ul style="list-style-type: none"><li>◦ High quality teacher instruction documentation</li><li>◦ Evidence of intervention</li></ul></li></ul>			

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: 12/07/21

**Standard 21:** The district follows an established board policy that defines criteria for the academic promotion/progression/retention of students. Such criteria prohibit the retention of students for extracurricular purposes.

21.1: The school district implements a uniform grading policy.

21.2: A student who is enrolled in any grade higher than Grade 6 in a school district must be suspended from participation in any extracurricular or athletic activity sponsored or sanctioned by the school district after a semester in which the student's cumulative grade point average is below 2.0 on a 4.0 scale in accordance with the Mississippi High School Activities Association (MHSAA). This portion of the standard will be jointly monitored and enforced by the State Board of Education and the MHSAA.

### REGULATIONS: Miss. Code Ann. §§ 37-11-64, 65, and 66, and Miss. Admin. Code 7-3: 2.3, State Board Policy Chapter 2, Rule 2.3

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 1	<p>Finding 1</p> <p>The District failed to follow proper promotion and retention policies when students in George County Middle School remained enrolled in the 7th grade until the final day of the school year while taking 8th grade course material beginning in the second semester of the school year. Students should have been promoted at the beginning of the second semester. (See also Process Standard 1.2) As a result, the District also failed to adhere to federal and state requirements pertaining to assessing students on grade level.</p> <p>Miss. Code Ann. § 37-16-3 states in part, "... that each student enrolled in the appropriate grade has completed the required basic skills assessment test</p>	<p>-Policy JQH - Drop-Out Prevention was revised to include new procedures for the STAR Academy at George County Middle School, including in the policy and procedure that each student would be enrolled in the appropriate grade level and assessed according to that assigned grade level and the course materials being instructed</p> <p>-GCMS Administration</p> <p>-School Board Approval of Revisions</p> <p>-District Administrator,</p> <p>GCMS Administrators,</p> <p>GCMS Counselors, and</p> <p>Teachers</p>	<p>Finding 1</p> <p>-Policy and procedure can be viewed on the school's website or a printed copy can be given at each school and district office</p> <p>-Student Progress Committee Meeting to discuss student performance in classroom, attendance, and discipline.</p>	<p>School Board Approval on 12-7-2021</p> <p>-December 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria Implementation Timeline
<p>for his or her grade in a valid test administration” The federal requirements of the Every Student Succeeds Act (ESSA), Section 1111(b)(2)(B)(ii) mandates that assessments provide coherent and timely information about student attainment of state standards and whether the student is performing at the students grade level. ESSA Section 1111(b)(2)(B)(v)(I)(aa) mandates that the students be assessed in mathematics and reading or language arts in each of grades 3 through 8. The District failed to follow these requirements by assessing students in Grade 7 assessments in ELA and Math, rather than assessing them on the appropriate grade level that corresponds with the course material being instructed. This is also a violation of the testing requirements outlined in Appendix F of the Mississippi Public School Accountability Standards, 2019.</p>	<p>student data will be filed at George County Middle School.</p>		<p>-Student data is discussed and helps lead decisions based on student performance, such as I-Ready, End of Quarter Tests, Classroom Grades, Attendance, Discipline, and MTSS data and documentation</p> <p>-Sign-in sheets, agenda, surveys</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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Additionally, the District failed to ensure that at least 95% of enrolled students participated in appropriate and required assessments. (See also Process Standard 16) Note: Business Rule 18.3 of the Mississippi Statewide Accountability System outlined in the Mississippi Public School Accountability Standards, 2019 states, ‘For students in 3rd grade through 8th grade, if a student’s MSIS grade level (or peer grade level for ungraded students) does not match his/her assessment grade level, the student’s scores will not be included in the numerator for participation, growth, or proficiency calculations, and the student will count as not proficient, not meeting growth, and not tested. Likewise, the student’s scores will not be used the following year in growth calculations.’</p>	<p>Finding 2</p>	<p>Finding 2</p>	<p>Finding 2</p>	<p>Finding 2</p>
<p>The Promotion-Retention section listed on page 6 of the middle school’s 2019-2020 handbook states, “Excessive absences and/or tardiness may result in -The statement “Excessive absences and/or tardiness may result in retention” was removed from the student handbook.</p>	<p>Finding 2</p>	<p>-GCMS Administration</p>	<p>The GCMS current student handbook 2021-2022 can be viewed online on the</p>	<p>GCMS revisions to the student handbook were board approved</p>

Please use additional sheets as needed.

Page 3 of 7

## Corrective Action Plan

District Name: George County School District

Date CAP Approved by Local School Board: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
retention.” However, in MS. AG. Op. Carter (January 9, 1998), the Mississippi Attorney General’s Office opined, “To impose an automatic failure upon a student whose absences are by statute lawful and thus by law must be excused is not contemplated by the Compulsory School Attendance Law or any other statute that we can find.” Additionally, the Opinion further discusses that “such a policy, if it acts to fail a truant but passing student, would be disciplinary and punitive in nature, and imposition would be subject to procedural due process in accord with Warren County Board of Education v Wilkinson, 500 So.2d 455 (Miss. 1986).” Note: A review of the District’s website on February 24, 2020, revealed a 2017 – 2018 version of the middle school’s handbook as the only handbook posted to the school’s website.	-The current 2021-2022 George County Middle School handbook is posted on the district and school’s website. Printed copies are also available for the public in the office at George County Middle School	-GCMS Administration	district website, or a paper copy can be obtained at GCMS office.	7-8-2021

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Finding 3  The MDE received a complaint from a parent regarding the way the District transferred grades from the community college to the student's record at the high school for dual enrollment and dual credit courses. The District's 2019 – 2020 student handbook states on page 20, "Dual Enrollment Courses taken on the college campus that are also offered on the GCHS campus as Dual Credit will be weighted at Level Two Course. Dual Enrollment Courses taken on the college campus that are not offered on the GCHS campus are not weighted." The handbook provides a weighting scale to be applied for dual credit and dual enrollment courses. However, the District failed to follow the handbook and assigned the student a fixed grade for all courses. This practice raises concerns as to the legitimacy and fidelity of which the District is promoting and graduating students and calculating senior class rankings including determination of valedictorian and salutatorian. (See also Process	Finding 3  -A statement was added to the George County High School's handbook that explains, "Dual Enrollment Courses taken on the college campus that are not offered on the GCHS Campus are not weighted. Students are required to provide official numeric averages from Canvas to reflect grade earned."	-GCHS Administration	Finding 3  -The statement was added to the 2021-2022 GCHS Student Handbook, pg 19 -The handbook is found on the district and GCHS webpage. A paper copy can be obtained in the school office.	Finding 3  -The GCHS Student Handbook was revised and school board approved on 9-7-2021

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Standards 1.2 and 14.)  Finding 4	Finding 4  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. 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	-District Administrator -GCHS Principal -GCHS Assistant Principals -GCHS Graduation Coach -GCHS Counselors -Credit Recovery Facilitator -GCHS Administration	Finding 4  -Training Sign-in sheet, agenda, and survey -Training Sign-in sheet, agenda, and survey -Training Sign-in sheet, agenda, and survey -Policy IDCAB Credit Recovery Program, was revised to include Credit Recovery Procedures	7-28-2021  August 2021 and on-going  Revised and board approved on 12-7-2021

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ George County School District

Date CAP Approved by Local School Board: \_\_\_\_\_ 2000 District Number: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>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 calculations as well as their assigned performance calculation as required by Accreditation Policy 3.0 of the Mississippi Public School Accountability Standards, 2019. (See also Process Standard 14)</p>	<p>-The Graduation Coach 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>-GCHS Graduation Coach and Credit Recovery Facilitator</p>	<p>-Completion of Credit Recovery Classes</p>	<p>-Immediate-Reviewed and evaluated daily with Graduation Coach and Credit Recovery Facilitator</p> <p>-Conclusion of Investigation from MDE November 2020</p> <p>-Documentation of Investigation</p>

Please use additional sheets as needed.

Page 7 of 7

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

**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
<p>District's 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 information 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. The alternative education program for the elementary school students failed to comply with the requirements outlined in the Miss. Code Ann. § 37-13-92 or State board policy in Chapter 7, Rule 7.1. Examples include but not limited to:</p> <ul style="list-style-type: none"> <li>-NO Individualized Instruction Plan's (IIPs) or Individualized Education Program (IEPs) for students with special needs.</li> <li>-No certified teachers</li> </ul>	<ul style="list-style-type: none"> <li>-District will update the handbook for Alternative Education listing 2 locations located at the high school and LT Taylor.</li> <li>-District will update the Alternative School handbook which will includes but not limited to:           <ul style="list-style-type: none"> <li>-Goss vs. Lopez due process procedures</li> <li>-manifestation determination for students receiving special education services</li> <li>-goals of the program</li> <li>-placement criteria</li> <li>-process to ensured continuing education for students</li> <li>-parental and community involvement</li> <li>-length and time for the school day</li> <li>-plan for awarding credits</li> <li>-discipline policy</li> </ul> </li> </ul>	<p>Director of Operations, School Administration, Special Education Coordinator</p>	<ul style="list-style-type: none"> <li>-Review and update Alternative School handbook</li> <li>-School Administrators will ensure counseling documentation is provided for placement.</li> <li>-Teacher certificates are available for Alternative School teachers</li> <li>-School Administrator will check for documentation of counseling is being provided for students and parents</li> <li>-School Administration currently working on</li> </ul>	March 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>-No counseling</li> <li>-No transportation</li> <li>-No Character Education</li> </ul> <p>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. Alternative Education program Administrators failed to require verification from the guidance counselor regarding a student's suitability to be placed in Alternative Education. Both locations of Alternative Education failed to have certified teachers providing education services to the students.</p> <p>District failed to provide evidence to support counseling is being provided at either site to students and parents.</p> <p>Alternative education programs failed to have IIPs on students or a process in place for the development of and IIP.</p> <p>District failed to have IEPs for students with disabilities receiving educational services through the Alternative education program. District does not provide transportation to and from the Alternative education program.</p>	<ul style="list-style-type: none"> <li>-Alternative School now follows the regular school day and school day times which now meet the 180 day requirement.</li> <li>-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.</li> <li>-District now has documentation showing Alternative School teachers are certified.</li> <li>-District has/will develop procedures showing counseling is provided for both Alternative School locations.</li> <li>-The District is developing procedures for IIPs on students and a process in place for development.</li> <li>-IEPs for students receiving services through the Alternative School programs are on file at each location in a locked cabinet.</li> <li>-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.</li> </ul>			

Please use additional sheets as needed.

Page 2 of 2

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

**Standard 26:** The curriculum of each high school at a minimum consists of required and approved courses that generate at least  $33\frac{1}{2}$  Carnegie units annually. Any request for an exemption from teaching the courses listed in Appendix B must be submitted in writing to the Commission on School Accreditation for review and action.

**REGULATIONS:** Miss. Code Ann. § 37-1-3(2), Miss. Admin. Code 7-3: 28.2 and 28.3, State Board Policy Chapter 28, Rules 28.2 and 28.3, and Appendices B and C of the *Mississippi Public Schools Accountability Standards, 2018*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
A review of documentation (Course Offering Form and Master Schedule) provided by George County High School revealed that the District failed to offer the Essentials for College Literacy course (1 Carnegie Unit Credit) to students. Therefore, the District failed to provide a curriculum that, at a minimum, consists of required and approved courses that generate at least $33\frac{1}{2}$ Carnegie units annually as required by Appendix B of the Mississippi Public School Accountability Standards, 2019.	<ul style="list-style-type: none"> <li>-The Essentials for College Literacy course (1 Carnegie Unit Credit) has been added to the Master Schedule. For the 2021-2022 school year there are currently 25 students enrolled for Semester 1 and 6 enrolled for Semester 2.</li> <li>-The Essentials for College Literacy course (1 Carnegie Unit Credit) was offered in 2020-2021 and 2019-2020 on the course selection sheet for student selection.</li> </ul>	<ul style="list-style-type: none"> <li>-GCHS Administrators</li> <li>-GCHS Counselors</li> </ul>	<ul style="list-style-type: none"> <li>-The Essentials for College Literacy is on the GCHS Master Schedule with student enrollment</li> </ul>	June 2019

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: \_\_\_\_\_ 12/07/21

**Standard 27:** The curriculum of each elementary or middle school (any configuration of grades K-8) at a minimum consists of reading/language arts, mathematics, science, social studies, the arts, health education, and physical education, which may be taught by a regular classroom teacher.

- 27.1: In any configuration of grades K-8, the curriculum must include 150 minutes of activity-based instruction per week and 45 minutes of instruction in health education per week.
- 27.2: Implementation of the activity-based instruction must meet or exceed the standards as approved by the State Board of Education.
- 27.3: A regular classroom teacher may provide instruction in the arts, health education, and physical education in a self-contained classroom setting.

**REGULATIONS:** Miss. Code Ann. § 37-1-3(2) and § 37-13-134

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Process Standard 27.1 Benddale Elementary School • The school failed to utilize specific health lesson plans.	The District shall provide a minimum of 45 minutes of health instruction each week for students in Kindergarten through Grade 8.  A minimum of 45 minutes per week of standards based health instruction will be included in lesson plans for students in Kindergarten through eighth grade.	Teachers Administration	Internal audit will be conducted to check lesson plans to verify compliance.	8/1/21- 3/15/2022

L. C. Hatcher Intermediate School  
• The school failed to include health instruction on the master schedule or on lesson plans.

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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
L.T. Taylor Intermediate School • The school failed to provide evidence for health instruction for students in Grades 3 through 6.	George County Middle School • The school failed to include health instruction on the master schedule or on lesson plans.	Process Standards 27 and 27.3 Based on information obtained in interviews, reviews of lesson plans, and evidence observed on the walls in the classrooms and hallways with respect to the Mississippi College- and Career-Readiness Arts Learning Standards for Dance, Media Arts, Music, Theatre, and Visual Arts, 2017, the District is non-compliant with Process Standard 27.3 at all eight (8) of the schools within the District.		

Please use additional sheets as needed.

Page 2 of 3

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Visual Arts activities consist of coloring sheets with limited access to a variety of art materials and supplies. Coloring sheets and worksheets failed to differentiate instruction appropriately for students and failed to utilized questioning and discussion techniques to promote higher order thinking and encourage creativity.</p> <p>The MDE auditors observed excessive use of coloring sheets and worksheets being used in every grade level. Coloring sheets fail to meet the rigor of activity-based instruction.</p>	<p>School district will provide professional development for visual arts specialist at each school through MDE.</p> <p>Teachers will include more visual art opportunities in their classroom with limited use of coloring. Mixed media and other forms of art will be integrated into the core lessons.</p>	<p>Director of PD/Secondary Curriculum Teachers Administration</p>	<p>Professional Development Documentation: Sign In Agenda Evaluation Plan of Action</p>	<p>8/1/21 March 2022</p>

Please use additional sheets as needed.

Page 3 of 3

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 12/07/21

**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.  Process Standard 29.1 was outlined in attachment B of the original auditor report.	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	Aug. 2021  July 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: \_\_\_\_\_ 12/07/21 2000

**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
Agricola 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		October, 2021
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. Curtains covering classroom second means of egress windows.	Install a permanent power source where electrical extension cords are being used. 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: 12/07/21

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: 12/07/21

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: 12/07/21

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		October, 2021
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: 12/07/21

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. Install fire extinguisher.	Maintenance		October, 2021
No portable fire extinguisher in portable classroom 136.		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: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Unprotected lights in the custodian's closet. Inoperable exit signs.	Provide covers for all unprotected lights. 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

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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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Benndale 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. Electrical extension cord being used in Room 305.	Repair roof leaks. Use a permanent power source where electrical extension cords are being used.	Maintenance		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: 12/07/21      Date

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

Please use additional sheets as needed.

## Corrective Action Plan

District Name: George County School District      District Number: 2000

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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.

## Corrective Action Plan

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Date CAP Approved by Local School Board: 12/07/21

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 Rm D-26 restroom.	Provide covers for all unprotected lights.	Maintenance		October, 2021

Please use additional sheets as needed.

## Corrective Action Plan

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Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Kitchen staff had not had fire safety Training.  Unprotected lights in food storage area.  Inoperable emergency/exit lights in dining area.  No portable fire extinguisher in dining.  Seating capacity not posted  Gymnasium No emergency lighting. No evacuation maps posted. No seating capacity posted.	Provide fire safety training for kitchen staff.  Provide covers for all unprotected lights.  Repair or replace all inoperable lighted exit signs  Provide portable fire extinguishers where needed.  Post seating capacity in the gym and dining areas  Install emergency lighting where needed. Post evacuation maps in gymnasium. Post seating capacity in the gym and dining areas.	Child Nutrition  Maintenance  Maintenance  Maintenance  Principal  Maintenance  Principal  Principal	October, 2021  October, 2021  October, 2021  October, 2021  October, 2021  October, 2021  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: \_\_\_\_\_ 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Pre-K Building Unprotected lights.  No portable fire extinguisher.	Provide covers for all unprotected lights.  Provide portable fire extinguishers where needed.	Maintenance  Maintenance		October, 2021  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, 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: 12/07/21

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.  Inoperable emergency lighting.	Repair or replace exit sign  Repair emergency lighting	Maintenance  Maintenance	Principal	October, 2021  October, 2021
Power strips plugged into power strips in Room 108.	Use permanent power source			
Pre-K Building Inoperable lighted exit sign.	Repair or replace exit sign	Maintenance	Principal	October, 2021
Electrical extension cord being used as a permanent power source in the Pre-K Classroom.	Use a permanent power source			
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, 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Expired boiler certificate.	Post certificate	Child Nutrition		October, 2021
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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

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 Gymnasium is being used as storage.	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.			
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, 2021
Padlocks on exit doors.	Remove padlocks from doors	Principal		October, 2021
Playground Insufficient fall surfacing material.	Install fall surfacing material	Principal		October, 2021
First and Second Grade Hall Second means of egress door obstructed in Room 117.	Remove obstruction from egress door.	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: 12/07/21

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.

Page 17 of 42

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000

Date CAP Approved by Local School Board: 12/07/21

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	Maintenance		October, 2021
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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000

Date CAP Approved by Local School Board: 12/07/21

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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000

Date CAP Approved by Local School Board: 12/07/21

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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

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
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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

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, 2021
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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

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, 2021
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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000

Date CAP Approved by Local School Board: 12/07/21

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.

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

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.  Missing Ceiling tile in the boys' restroom.	Provide covers for all open blanks in electrical panels.  Replace all missing/damaged ceiling tiles where needed.	Maintenance		October, 2021
Cafeteria Missing lighted exit signs.  No evacuation maps posted.  Additional portable fire extinguisher needed in the dining area.  Boiler certificate was expired.	Install exit signs  Post evacuation maps.  Provide portable fire extinguishers where needed.  Post updated boiler certificates near equipment.	Maintenance  Principal  Maintenance  Principal		October, 2021
Open blanks in the dry goods electrical panel.  No fire safety training for the kitchen staff.  Open blanks in the storage area electrical panel.	Cover blanks in electrical panel.  Provide fire safety training for kitchen staff.  Cover blanks in electrical panel.	Maintenance  Child Nutrition  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: 12/07/21

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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000      Date CAP Approved by Local School Board: 12/07/21

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.

## Corrective Action Plan

District Name: George County School District      District Number: 2000

Date CAP Approved by Local School Board: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Field House Unprotected lights.	Provide cover for unprotected light. Install GFCI receptacles.	Maintenance Maintenance		October, 2021 October, 2021
No Ground Fault Circuit Interrupter (GFCI) type receptacles on the water fountains.				
No emergency lighting.	Install emergency lighting.	Maintenance		October, 2021
No lighted exit signs.	Install exit signs.	Maintenance		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 Damaged door closers on boys' and girls' restrooms.	Tighten cover Repair damaged door closers	Maintenance Maintenance		October, 2021 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: 12/07/21

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: 12/07/21

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. Classroom windows were not labeled for use as a second means of egress.	Install exit/ emergency lights. 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: 12/07/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
George County High School Exterior Main utility shutoffs were not labeled.  Interior Expired portable fire extinguisher in the library technology lab.  No portable fire extinguisher in the main Library.  No lighted exit signs in the West Hall.  Inoperable emergency lights on the South Hall.  Inoperable water fountains outside Room 18 and Room 19.	Label main utility shutoffs  Have all expired portable fire extinguishers inspected.  Provide portable fire extinguishers where needed.  Install lighted exit signs where needed.  Repair or replace all inoperable emergency lights.  Repair or replace all inoperable water fountains.	Principal  Maintenance  Maintenance  Maintenance  Maintenance  Maintenance		October, 2021  October, 2021  October, 2021  October, 2021  October, 2021  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: 12/07/21

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's 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		October, 2021
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: 12/07/21

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		October, 2021
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: 12/07/21      Date CAP Approved by Local School Board:

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Red Building Unprotected lights in CTE Room 5.	Cover lights Install exit sign	Maintenance		October, 2021
Inoperable exit sign in the Forestry Classroom.		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.

Page 38 of 42

## Corrective Action Plan

District Name: George County School District

District Number: 2000 Date CAP Approved by Local School Board: 12/07/21

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.  No evacuation map posted.  No seating capacity posted.  Emergency lights were inoperable.  No portable fire extinguisher on the playing surface.  Unprotected electrical outlet in the visitor dressing room.  Panic hardware missing on the west exit Door.  Pad lock on the southeast exit door.	Repair or replace lights.  Post evacuation maps  Post seating capacity  Repair or replace lights.  Install fire extinguisher  Cover electrical outlet  Repair or replace panic hardware  Remove pad lock	Principal Principal Maintenance Maintenance Maintenance Maintenance Maintenance Maintenance Principal		October, 2021 October, 2021 October, 2021 October, 2021 October, 2021 October, 2021 October, 2021 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: 12/07/21

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: 12/07/21

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.	Install panic hardware	Maintenance		October, 2021
Softball Field House 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: 12/07/21

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	Install fire extinguisher	Maintenance		October, 2021
No portable fire extinguisher.	Cover electrical panel	Maintenance		October, 2021
Open blank in the electrical panel.				

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: 12/07/21

**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.	March. 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	Currently updating and will re-evaluate yearly.	March. 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	Yearly board approved MOU on file, yearly review of certification on SRO courses and training.	Jan. 2022

Please use additional sheets as needed.

**OFFICE OF CHIEF ACCOUNTABILITY OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**February 17, 2022**

**OFFICE OF ACCREDITATION**

L. 03. 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, 2021*, 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 19, 2021. 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:

- Policy 2.1 – Data Reporting
- Process Standards 1 and 1.2 – Governance: School Board Policies
- Process Standards 1 and 1.3 – Governance: Local School Board
- 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

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: 12/16/21

**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
All teachers in the district must have the proper credentials for teaching in order to be employed.	All teachers hold at least a standard non-renewable license issued by the Mississippi Department of Education.	Assistant Superintendent	MDE approved licenses were required prior to receiving contracts issued by the Hazlehurst City School District.	May 2020 - Present
The librarian must have a 440 endorsement in order to serve as a librarian for the district. Because the enrollment at the elementary school exceeds 500, a second librarian must be employed.	The District will hire a certified librarian that has a 440 endorsement for each school. Each school will have a properly licensed librarian.	Human Resource Specialist Superintendent and Board of Trustees	Librarians will provide license or certificates upon hire.	March 2020- December 2022 (ongoing)
The district must employ a qualified business officer.	The District has employed a properly licensed business manager.	Human Resource Specialist Superintendent and Board of Trustees	Business Manager will provide license or certificate upon hire.	January 2017 (Hired)
All board members must be properly bonded in order to serve.	All Board Members are properly bonded.	Board Clerk	School Board Members must provide training and certificates to the District Office.	May 2016 May 2017 - Present

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

**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 Board Superintendent Board Clerk	Board Policy Review Calendar Work Session Board Agendas District Website	May 3, 2018 - December 2021 (Present & 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 December 2021 (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
<p>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.</p>	<p>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).</p>	<p>Superintendent Board Members</p>	<p>Board Policy Review Calendar Work Session Agendas and Minutes District Websites Email (Policy Updates)</p>	<p>July 2018 - December 2021 (Present &amp; ongoing)</p>
<p>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.</p>	<p>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.</p>	<p>Superintendent Board Members Board Clerk</p>	<p>Board Policy BCAF Board Agendas Public Comment Sign-in Sheet Board Minutes</p>	<p>June 29, 2018 - December 2021 (Present &amp; 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: 12/16/21

**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
Some board member expressed concern about getting items placed on the board agenda.	The board has developed and adopted policies that specifically addresses how to get an item placed on the agenda.	Superintendent Board Members	Board Policy BCBI Board Policy BCBD	March 16, 2016 March 22, 2017
There was no evidence of a bond provided for one board member.	All board members are properly bonded in order to serve. All respective dates of bonding are listed in the implementation for current board members time-line.	Board Clerk	Executed and Court Filed Official Bond and Oath	March 30, 2018

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
<p>There was no evidence of micro-management by the board based on interviews and a review of the board minutes, there are clearly issues with board-superintendent relations and the ability of the board to work as a cohesive unit. There is a split decision with a 3-2 vote the majority of the time, when items are voted on by the board.</p>	<p>The District has received guidance through trainings from MSBA in assisting with the board-superintendent relationship as to how to work together cooperatively. Through these trainings the board meetings have been operating more effectively and efficiently. Dates listed in the implementation timeline outlines attended training for the board members.</p>	Superintendent Board Members	MSBA Trainings Work Session Agenda Certificate of Completion	June 30, 2018 February 25-26, 2019 April 29-30, 2019 September 10-11, 2019 October 2, 2019 November 6, 2019 November 11-12, 2019 February 17-19, 2019
<p>Electing new board officers are selected the first Thursday in January annually.</p> <p>During school board interviews, one board member admitted visiting the schools regularly.</p>	<p>The board has adopted and operated under district policy BBAA which specifically addresses when board officers will be elected.</p> <p>The board has adopted and adhered to school board policy BBBBCB. When visiting the schools, each board member obtains the Board Member Visitation Form from the school's Office Manager.</p>	Superintendent Board Members	Board Policy BBAA Board Minutes reflecting a majority vote of Election of its members	January 11, 2018 January 7, 2019 January 6, 2020 January 7, 2021

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Hazelhurst 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
	Upon departure, the form is completed in its entirety and submitted to the Superintendent to be filed with the Board Clerk. MSBA has also provided training for board members concerning this matter.			

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

**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, 2018*, 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 -Mother's name was not on one cumulative folder</p> <p>*Hazlehurst Middle School - Sample of 20 of 297 -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. -One student's name was incomplete on records -One record had an incorrect birth</p>	<p>The district's leadership team has reviewed, corrected, and evaluated ALL cum folders for the district and have made the necessary corrections that were identified during the on-site visit. Any missing or incorrect documentation has been addressed.</p> <p>A transcript analysis has been conducted at each school by the counselor and/or designated personnel.</p> <p>Counselors and/or designated personnel have requested the records from the previous school of the student. The timeline lists the dates of the folder checks and audits.</p>	<p>Counselors Records Clerks Principals Assistant Principals</p>	<p>The cumulative folder review process is completed accurately as each counselor utilizes a checklist titled "Required Information for Cumulative and Permanent Records"</p> <p>Record clerks will assist in the process. Additionally, each principal periodically conducts quarterly audits to ensure that the cumulative folders have been organized and completed accordingly.</p>	<p>Done Quarterly December 2018 March 2019 August 2019 December 2022 (Present &amp; 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: 12/16/21

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>All members of the district's leadership team have carefully reviewed all cumulative folders for incomplete documentation and have made the necessary corrections that were identified during the on-site visit.</p> <p>Counselors have ensured that each folder is complete and contains accurate documentation. A transcript analysis has been conducted at each school by the counselor and/or designated personnel.</p>	Counselors Records Clerks Principals Assistant Principals	To ensure that the cumulative folders review process is complete accurately and with fidelity, each counselor has been provided with a checklist form supplied by the MDE. Additionally, the principals will periodically use this checklist form to conduct quarterly internal audits to ensure that the cumulative folders have been organized and completed accordingly. Record clerks at each school will assist in this process.	Done quarterly December 2018 March 2019 August 2019 December 2022 (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

**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, 2018, and 34 C.F.R. §§ 300.320(b), 300.324(c)

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

Page 1 of 3 \_\_\_\_\_

## Corrective Action Plan

District Name: Hazelhurst 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
<p>Documentation is needed to support and confirm that each student receiving a standard high school diploma has earned the minimum number of Carnegie units</p>	<p>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 HCSD High School 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.</p>	<p>HCSD Board of Trustees Superintendent HCSD High School Principal Counselor</p>	<p>HCSD high school principal and counselor will perform quarterly audits of each student scheduled for graduation to ensure all necessary requirements are met.</p>	<p>November 2019-December 2022 (ongoing)</p>
<p>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.</p>	<p>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.</p>	<p>HCSD high school principal and counselor</p>	<p>Audits should be done throughout the year on all students scheduled to graduate.</p>	<p>November 2019-December, 2022</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

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.	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-December 2021 (ongoing)

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Hazlehurst City School  
District Number: 1520

Date CAP Approved by Local School Board: 12/16/21

**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 Number: 1520 Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<p>student was eligible for OHI: ADD/ADHD &amp; 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.</p> <p>The Child Find Coordinator will submit the appropriate documentation as evidence to OSE.</p> <p>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.</p>	<p>Child Find Coordinator</p>	<p>Child find/ Eligibility File Review Checklist (March 2018-May 2018), The Child Find Coordinator reviewed each initial IEP file (2016-2017) &amp; (2017-2018) for the purpose of clarifying eligibility timelines.</p>	<p>Within 90 days</p> <p>Safeguard documentation, Consent form and Determination of Eligibility report will be submitted to the OSE.</p>

Please use additional sheets as needed.

Page 2 of 6

## Corrective Action Plan

District Name: Hazelhurst City School District

1520      District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Delivery of Services/Free Appropriate Public Education/Least Restrictive Environment (FAPE/LRE).</p> <p>Reconvene the IEP Committee 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.</p>	<p>Utilize MDE Sponsored Technical Assistance Training in IEP development and implementation in the following areas:</p> <p>IEP Present Level of Academic Achievement Functioning Performance (PLAAFP)</p> <p>IEP IMPACT STATEMENT</p> <p>IEP SPECIAL CONSIDERATIONS</p> <p>IEP ACADEMIC AREAS</p> <p>IEP BEHAVIORAL NEEDS</p> <p>IEP FUNCTIONAL AREA NEEDS</p> <p>IEP DEVELOPING BASELINE DATA</p> <p>IEP DEVELOPING MEASUREABLE GOALS/ SHORT TERM INSTRUCTIONAL OBJECTIVES</p>	<p>Superintendent Special Programs Director Special Education Teachers General Education Teachers Therapists Counselor Administrators</p>	<p>Sign-in Sheets of the specific professional development; PowerPoint Presentation of the specific professional development; Agenda of the specific professional development</p>	<p>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.</p> <p>February 2021 (Present &amp; 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: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
DS-2 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 in order to meet the student's individual needs in accordance with MDE policy 74.19.  (Student 25)	(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.	Special Education Teachers General Education Teachers Therapists Administrators	Parent Invitation & Written Notice Documentation; Completed IEP's	Within 30 days (March 2018- April 2018), the district reconvened IEP meetings to revise PLAAFP statements in accordance with MDE policy 74.19.
	Utilize MDE Sponsored Technical Assistance Training in IEP development and implementation in accordance with MDE Policy 74.19	Special Education Teachers General Education Teachers Therapists Administrators & Appropriate Staff members	Powerpoint Presentation of the specific professional development; Sign-in sheets of the specific professional development; Agendas 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 findings

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Hazelhurst 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
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 in order to meet the requirements of the student's individual needs in accordance with MDE policy. (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	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-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.	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.

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
<p>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)</p>	<p>(Student 25) Reconvene the IEP committee to revise the IEP to identify and address functional areas of need.</p>	<p>Superintendent Special Programs Director Special Education Teachers General Education Teachers Therapists Counselor Administrators</p>	<p>Parent Invitation, Written Notice Documentation, Review/ Revised Completed IEP's</p>	<p>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.</p>
<p>DS-9 (Student 25) One (1) of (25) student records reviewed indicated the IEP did not address special considerations.</p>	<p>(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.</p>	<p>Superintendent Special Programs Director Special Education Teachers General Education Teachers Therapists Counselor Administrators</p>	<p>Parent Invitation, Written Notice Documentation, Review/Revised Completed IEP's</p>	

Please use additional sheets as needed.

**OFFICE OF CHIEF ACCOUNTABILITY OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**February 17, 2022**

**OFFICE OF ACCREDITATION**

L. 04. 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*, 2021, 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 19, 2021. 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:

- Policy 2.1 – Data Reporting
- 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 16 – Statewide Assessment System
- Process Standard 30 – School District Facilities
- Process Standard 32 – Youth Detention Center

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: 12/20/21

**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 2016-2017 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 consistently found the following deficiencies:  1. Salaries reported in employee contracts differ with the salaries reported in the MSIS Personnel/Accreditation Data Report for 2016-2017.	The District has been reviewing, revising, and updating the Data Collection Procedures Manual, with timelines, that outline the processes and procedures for the submission of district data via MSIS. The Manual will be completed by June 30, 2022.  Monitor MDE's website and Litserv for relevant and pertinent trainings to ensure compliance with Policy 2.1. Emails will then be sent to Exceptional Education, Gifted, CTE, State and Federal, and Data Management departments.	Director, Assessment and Data Management	Completed Manual  List of available sessions Training materials	June 2022  July 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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>2. Salaries reported for employees in the MSIS Personnel/Accreditation Data Report and in employee contracts could not be matched to the district pay scale.</p> <p>3. The number of days employed in the contracts of some employees does not match the number of days employed reported in the 2016-2017 MSIS Personnel/Accreditation Data Report.</p> <p>4. Supplemental contracts were not provided for every individual receiving an additional salary for other duties. Therefore, the MDE is unable to verify whether the District reported all employee supplements in MSIS for these individuals.</p> <p>Additional District/ School Findings</p> <p>Years of experience on contract did not match years of experience reported in MSIS.</p>	<p>Office Managers and Office Assistants will receive monthly trainings regarding data processes and procedures including any updates resources and training materials available from the Director of Assessment and Data Management and Coordinator of Data Management.</p> <p>Data Management resources and training materials are available and updated monthly on the secure (login required) Accountability and Research web page on the JPSD website.</p>	<p>Director, Assessment and Data Management</p> <p>Director of Assessment and Data Management</p>	<p>Agendas Sign-in Sheets</p> <p>Resource List</p>	<p>July 2020 and ongoing</p> <p>July 2018 and ongoing</p> <p>Salary cross-walk data manual</p>

Please use additional sheets as needed.

Page 2 of 6

## Corrective Action Plan

District Name: Jackson Public School District      District Number: 2520      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation	Implementation
All contracted employees reported in MSIS do not have contracts, appear on Master Schedule, and are not on District's Staffing List.	<p>The cross-functional team consisting of Executive Director of Human Resources, Director of Assessment and Accountability, CFO, and Coordinator of Data Management will review the personnel snapshot and continue to make updates to salary information.</p> <p>The Executive and Director of HR will review and revise where necessary, the salary schedule for classified non-supervisory, classified supervisory, certified non-administrative, and certified administrative and make the necessary recommendation to the school board.</p> <p>The Executive and Director of HR will review and revise where necessary, policies and procedures associated with setting salaries for all classified and certified staff.</p>	Executive Director of Human Resources	Personnel Snapshot Revisions	June 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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation	Implementation
	<p>Days employed entered into MSIS will be cross-walked with contract days employed and updated as employment is severed by the Coordinator of Data Management. The Data Manual will contain the data flow district's process for days employed.</p> <p>Each supplemental contract will be kept on file in the Human Resources Department.</p>	Executive Director of Human Resources	Crosswalk of days employed Data Manual	February 2021
	<p>Executive Director of Human Resources will review and revise, where necessary, all policies/procedures associated with supplemental contracts.</p>	Executive Director of Human Resources	Review of Supplemental Contracts	December 2021
	<p>Executive Director of HR will review all board material to ensure that all supplements have been issued according to policy. The supplements will then be entered into MSIS by the Coordinator of Data Management.</p>	Executive Director of Human Resources	Board Policy Update Board Minutes	March 2021

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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation	Implementation
	Executive Director of Human Resources will review and revise where necessary, all employment policies and procedures.	Executive Director of Human Resources	Board Policy Agenda Board Minutes	March 2022
	Executive Director of Human Resources will verify that every active employee has a contract or letter of employment according to revised policies and procedures on file in HR and at his/her pay location.	Executive Director of Human Resources	Review of contracts and letters of employment	June 2022
	Executive Director of HR will compare data on contracts/letters with data in MSIS and on District Staffing Lists.	Executive Director of Human Resources	Crosswalk of contracts, letters of employment, board material and General Schedule Listing report	June 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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<p>The district has revised its procedures for rolling over employee data to the next school year. These procedures listed in the Data Manual will help to ensure that only active employees are available for updating.</p> <p>The principals/department heads will verify the employment status of all employees currently in MSIS using the verification checklist.</p>	Director, Assessment and Data Management	Roll Over Procedures Data Manual	June 2022

Please use additional sheets as needed.

Page 6 of 6

## Corrective Action Plan

District Name: Jackson Public School District      District Number: 2520      Date CAP Approved by Local School Board: 12/20/21

**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, §§ 37-9-101 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 <i>Federal Civil Rights Act of 1964</i> , 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: 12/20/21

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>January 2018 and Ongoing</p> <p>Ongoing</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>

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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>• Graduation Requirements (IGB/JBQ) (See also Standard 14)</li> <li>• Promotion/Progression/Retention of Students (JBJ/JGD) (See also Standard 21)</li> <li>• Instructional Materials and Fees (IFB)</li> <li>• Textbooks (IFCA)</li> <li>• Food Service (ED and JDB)</li> <li>• Dress Code (JCSCA)</li> <li>• Suspension and Expulsion (JCH)</li> </ul> <p>The District does not have a board policy that addresses the sale of computers in accordance with Miss. Code Ann. § 37-7-459.</p>	<p>Any policy affecting students that parents need to know about will necessitate an automated call or placement on the District's web page and/or other means.</p> <p>Monthly meetings with principals to inform them of policy changes.</p> <p>Superintendent will ensure principals have regular staff meetings and will give hard copies of policy to staff and review changes with them.</p> <p>The District shall consistently implement all board policies, including the Code of Conduct for Students, throughout the District to ensure equity for all students.</p>	Superintendent	<p>Emails will reflect that revised and approved board policies have been communicated to all staff. Sign in sheets and agendas from staff meetings.</p> <p>Parents and students will be notified through the District's web page, Board Approved Policies and Board Policies Under Review.</p>	<p>June 2022</p> <p>Internal audit reports</p> <p>District Action: All staff will receive monthly updates of approved and revised board approved policies. 1. Web manager sends out revised policies that are considered for revision. 2. Once approved by the Board, web manager sends out approved policy via email. Employees will be held accountable for not following and knowing applicable policies.</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: 12/20/21

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"> <li>• Ensuring that all data reported to the MDE are true and accurate (See also Accreditation Policy 2.1),</li> <li>• Ensuring implementation of appropriate standards of governance (See also Standards 1.1 and 1.3),</li> <li>• Ensuring all graduating seniors of School Year 2016-2017 met graduation requirements (See also Standard 14),</li> <li>• Ensuring the integrity of the Mississippi Statewide Assessment System (See also Standard 16 and Appendix F),</li> <li>• Ensuring compliance with the Individuals with Disabilities Act (See also Standard 17.4),</li> <li>• Ensuring compliance with the Elementary and Secondary Education Act (See also Standard 17.6),</li> <li>• Implementing an instructional management plan that clearly defines the academic goals necessary for improving student achievement (See also Standard 20),</li> </ul>	<p>Board approved revised IGB/JBQ Graduation Requirements Policy on November 28, 2017.</p> <p>Board approved JB/JGD Promotion/Retention of Students Policy on October 3, 2017.</p> <p>Board approved Instructional Services (Instructional Materials and Fees (IFB) on December 6, 2016.</p> <ul style="list-style-type: none"> <li>• Textbooks (IFCA) reviewed on December 6, 2016 by Board.</li> <li>• Food Service Policy ED approved on December 20, 2016. Policy JDB reviewed on December 6, 2016 and will be recommended for deletion as duplicative of ED.</li> <li>• Dress Code (JCSA) approved on April 4, 2017.</li> </ul> <p>Suspension and Expulsion (JCH) is reviewed annually and scheduled again in the annual review cycle.</p>	<p>Superintendent</p> <p>Board Agendas and Minutes</p>	<p>January 2022 and ongoing</p>	

Please use additional sheets as needed.

Page 4 of 5

## Corrective Action Plan

District Name: Jackson Public School District      District Number: 2520      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
• Ensuring school facilities are maintained according to standards required for clean, safe, and orderly schools (See also Standards 30)	Board previously approved policy ILE that addresses the sale of computers in accordance with Miss. Code Ann. Section 37-7-459 on December 20, 2017. Policy ILE was rescinded January 19, 2021.  See Standards 30 for strategies.	Superintendent	Board Agendas and Minutes	June 2022

Please use additional sheets as needed.

Page 5 of 5

## Corrective Action Plan

District Name: Jackson Public School District      District Number: 2520      Date CAP Approved by Local School Board: 12/20/21

**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.	Director, Assessment and Data Management will work with schools make sure principals fully implement Policy JBE on residence verification.	Internal Audit Sign-ins Training Documents	June 2022
	1. Director, Assessment and Data Management will work with schools make sure principals fully implement Policy JBE on residence verification.	Principals, Director, Assessment and Data Management	Requirement for Registration Document	March 2022
	2. Director, Assessment and Data Management will provide school registrants with the approved "Requirements for Registration" document identifying the acceptable documents for verifying residence.	Director, Assessment and Data Management	Residency Verification Form Agenda, Sign-ins Mock Document	March 2022
	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;			

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: 12/20/21

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
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
6.	Records Clerks and ISTs will annually remove all "OLD" proofs of residence at the close of school year.	Principals	Internal Audits	June 2022
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
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

Please use additional sheets as needed.

Page 2 of 3

## Corrective Action Plan

District Name: Jackson Public School District      District Number: 2520      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	9. Director, Assessment and Data Management will review and revise District Enrollment Procedures to be submitted for approval by the district Leadership Team.  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.	Director, Assessment and Data Management  Director, Assessment and Data Management	Revised Enrollment Procedures Leadership Team approval document  Training Materials	March 2022  March 2022

Please use additional sheets as needed.

Page 3 of 3

## Corrective Action Plan

District Name: Jackson Public School District      District Number: 2520      Date CAP Approved by Local School Board: 12/20/21

**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.	<p>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 time of enrollment.</p> <p>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.</p> <p>3. ESR Staff will review compliance binder to verify that there is an immunization form for each student enrolled.</p> <p>4. As a part of the annual district training, Director of ESR will show schools the proper way to verify the acceptability of immunization documents.</p> <p>5. Records Clerks and ISTs will verify that the immunization document is filed in the students' cumulative folder</p>	<p>Director, Assessment and Data Management</p> <p>Principals</p>	<p>Internal Audit</p> <p>Internal Audit</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

Date CAP Approved by Local School Board: 12/20/21

District Number: 2520

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

Please use additional sheets as needed.

Page 2 of 3

## Corrective Action Plan

District Name: Jackson Public School District \_\_\_\_\_ District Number: 2520 Date CAP Approved by Local School Board: 12/20/21

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.  9. Monitor MDE's website and List serve for relevant and pertinent trainings to ensure compliance with Process Standard 6.2.	Principals Director, Assessment and Data Management	Training Materials Director, Assessment and Data Management	December 2019 and ongoing  March 2020 and ongoing

Please use additional sheets as needed.

Page 3 of 3

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 12/20/21 2520

**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, 2018*, 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 procedures are followed by schools. 2. Implement "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. 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	Revised Procedures Document Audit Findings Report Checklist	February 2021 February 2019 Completed February - March 2021 March 2021 May 2021 May 2022

Page 1 of 3

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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<p>5. The following processes have been implemented:</p> <ul style="list-style-type: none"> <li>a. Student Entry/Exit Report – Allows for the tracking of records as students enroll and transfer. Submitted to ESR weekly</li> <li>b. Record Transfer Process – District Runner – Picks up and delivers Records</li> <li>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.</li> </ul> <p>6. Annual Records Training to ensure that schools are following district procedures for properly maintaining students' cumulative folders and permanent records.</p> <p>7. Technical Support Trainings to reinforce fundamental record maintenance practices.</p> <p>8. Monitor MDE's website and listserv for relevant and pertinent trainings to ensure compliance with Process Standard 8.</p>	<p>Director, Assessment and Data Management</p>	<p>Entry/Exit Report Check-Out/Check-in Forms; Pick-up &amp; Delivery Schedules; Agendas/Sign-ins</p>	<p>November 2017 Completed</p> <p>July 2021 and ongoing</p> <p>February 2021 and ongoing</p>

Please use additional sheets as needed.

Page 2 of 3

## Corrective Action Plan

District Name: Jackson Public School District      District Number: 2520      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	9. Regular Technical Support Trainings to reinforce standard attendance practices.  10. Attendance Clerk and ISTs will maintain an active file of ALL attendance referrals that have been submitted to the state.  11. Attendance Clerk and ISTs will maintain an active file of ALL suspension referrals that have been submitted to the state.	Director, Assessment and Data Management  Principal  Principal	Agendas/Sign-Ins  Referral Documents  Referral Documents	September 2020-May 2022  September 2020-May 2022  September 2020-May 2022

Please use additional sheets as needed.

Page 3 of 3

## Corrective Action Plan

District Name: Jackson Public School District      District Number: 2520      Date CAP Approved by Local School Board: 12/20/21

**Standard 16:** The school district adheres to all requirements of the Mississippi Statewide Assessment System.

**REGULATIONS:** Miss. Code Ann. §§ 37-16-1 through 4, § 37-16-9, Miss. Admin. Code 7-3: 36.1, State Board Policy Chapter 36, Rule 36.1, Miss. Admin. Code 7-3: 74.2, State Board Policy Chapter 74, Rule 74.2, Miss. Admin. Code 7-3: 78.1 and 78.7, State Board Policy Chapter 78, Rule 78.1 and Rule 78.7, and Appendix F of the *Mississippi Public School Accountability Standards, 2018*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"><li>• Section IV(13): Tests not administered according to the standard procedures</li><li>• Section IV(19): Electronic Devices</li></ul> <p><b>ON-SITE FINDINGS:</b> Jackson Public School District The District Test Security Plan did not contain all required components. Specifically, the District Test Security Plan lacked individual School Test Security Plans.</p> <p>Baker Elementary School During the Spring 2017 Testing Window, the MDE conducted a site visit to Baker Elementary School. The MDE found:<ul style="list-style-type: none"><li>• The school failed to provide a School Test Security Plan.</li><li>• The Principal purposefully tried to prevent the MDE from viewing all testing rooms.</li><li>• Secure testing tickets were left unattended in an unlocked computer lab.</li></ul></p>	The Superintendent and the District Test Coordinator shall ensure that the School Test Coordinator in all elementary, middle, and high schools develops and implements a comprehensive and personalized test security plan during statewide testing for the 2021-22 school year. The School Test Security Plan shall be included in the District Test Security Plan and be signed by the Principal, School Test Coordinator, and the District Test Coordinator. The District Test Security Plan shall identify all individuals who have access to the secure storage area(s) at the District and school sites.	District Test Coordinator	Verification of compliance with Process Standard 16 and Appendix F.	November 2021
	On-site review of School and District Test Security Plans Conduct required School Test Coordinator professional development Monitor/review sign-in sheets for attendance and participation Monitor/Audit School training and test administration			October 2021
				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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>• An employee walked downstairs to the Principal's office unaccompanied by another individual with an ELA writing test booklet.</li> <li>• Secure testing materials were left unattended in the distribution room; and at times, were left with only one (1) individual.</li> <li>• The Test Administrator had an electronic device (iPad) inside the testing environment. The iPad repeatedly sounded during testing.</li> <li>• The school failed to provide some students with the appropriate amount of time during statewide testing. In most cases, the school failed to provide the student(s) enough time to take the assessment.</li> </ul> <p>In some cases, the school provided students with too much time.</p>	<p>Verification of compliance with Process Standard 16 and Appendix F.</p> <p>Baker, Callaway, Forest Hill, and Provine develop and implement a comprehensive and personalized test security plan and corrective action plan that specifically addresses each of the Appendix F violations outlined in this report.</p>	<p>District Test Coordinator</p>	<p>Verification of compliance with Process Standard 16 and Appendix F.</p>	<p>November 2021</p> <p>May 2022</p> <p>The District shall ensure that the District Test Coordinator conducts a personalized and comprehensive training for all schools involved in statewide testing.</p> <p>On-site review of School and District Test Security Plans.</p> <p>Conduct required School Test Coordinator professional development.</p> <p>Monitor/review sign-in sheets for attendance and participation.</p> <p>Monitor/Audit School training and test administration.</p> <p>Verification of compliance with Process Standard 16 and Appendix F.</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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>During the Spring 2017 Testing Window, the MDE visited two (2) of the seven (7) high schools within the District, Callaway High School and Forest Hill High School.</p> <p>Callaway High School The MDE found:</p> <ul style="list-style-type: none"> <li>• During active testing, two (2) testing rooms had no Test Administrator or Proctor during statewide testing. No other adult was present.</li> <li>• For at least 24 minutes during the testing session, only one (1) adult was present in the same two (2) testing rooms referenced above.</li> <li>• For approximately two (2) minutes, no adult was present in the library where testing was occurring.</li> <li>• The school allowed students to talk to each other during statewide testing.</li> </ul>	<p>The District shall ensure that test security procedures required by the Mississippi Statewide Assessment System are followed by each participating individual assigned to assist with statewide testing.</p> <p>On-site review of School and District Test Security Plans.</p> <p>Conduct required School Test Coordinator professional development.</p> <p>Monitor/review sign-in sheets for attendance and participation.</p> <p>Monitor/Audit School training and test administration.</p> <p>Verification of compliance with Process Standard 16 and Appendix F.</p>	<p>District Test Coordinator</p>	<p>Verification of compliance with Process Standard 16 and Appendix F.</p>	<p>November 2021</p> <p>May 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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>The school failed to provide some students with the appropriate amount of time during statewide testing. Some students received additional time to test beyond the allotted timeframe provided within the Test Administrator Manual.</li> <li>The Hall Monitor had an electronic device (cellphone) inside the testing environment. The phone sounded during testing.</li> </ul>	<p>The District shall ensure that test security procedures required by the Mississippi Statewide Assessment System are followed by each participating individual assigned to assist with statewide testing.</p> <p>On-site review of School and District Test Security Plans.</p> <p>Conduct required School Test Coordinator professional development.</p> <p>Forest Hill High School The MDE found:</p> <ul style="list-style-type: none"> <li>A Proctor provided answers to a student during statewide testing.</li> </ul>	<p>District Test Coordinator</p> <p>Monitor/review sign-in sheets for attendance and participation.</p> <p>Monitor/Audit School training and test administration.</p>	<p>Verification of compliance with Process Standard 16 and Appendix F.</p>	<p>November 2021</p> <p>May 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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>A student had a cellphone and was observed talking on the cellphone during statewide testing.</li> <li>The school failed to provide students with the appropriate amount of time to take the test.</li> <li>A Test Administrator and Proctor were talking amongst themselves during statewide testing.</li> <li>The School Test Coordinator, Assistant School Test Coordinator, Multiple Test Administrators, and Proctors all had electronic devices during statewide testing.</li> <li>Secure testing materials were left unattended in the distribution room, and at times, were left with only one (1) individual.</li> <li>Students did not receive the appropriate accommodations during statewide testing.</li> </ul>	<p>The District shall ensure that test security procedures required by the Mississippi Statewide Assessment System are followed by each participating individual assigned to assist with statewide testing.</p> <p>On-site review of School and District Test Security Plans.</p> <p>Conduct required School Test Coordinator professional development.</p> <p>Monitor/review sign-in sheets for attendance and participation.</p> <p>Monitor/Audit School training and test administration.</p>	<p>District Test Coordinator</p>	<p>Verification of compliance with Process Standard 16 and Appendix F.</p>	<p>November 2021</p> <p>May 2022</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Jackson Public School District

2520 Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p><b>SELF-REPORTED FINDINGS:</b> Provine High School Following the Spring 2017 Testing Window, the District self-reported to the MDE via e-mail that there was a missing ELA Writing Booklet.</p> <p><b>DATA FORENSIC FINDINGS:</b> The data forensic results for Jackson Public School District indicate that six (6) out of seven (7) high schools had students who received an invalidated test score in the areas of Algebra I, Biology I, English II, and/or U.S. History for extreme similarity and/or wrong-to-right answer changes that exceed the extreme threshold.</p> <p>The following is a summary report for each of the seven (7) high schools in the four (4) subject area courses that were flagged for test instances for statistics that exceeded the extreme threshold in Spring 2017.</p>	<p>The District shall ensure that test security procedures required by the Mississippi Statewide Assessment System are followed by each participating individual assigned to assist with statewide testing.</p> <p>On-site review of School and District Test Security Plans.</p> <p>Conduct required School Test Coordinator professional development.</p> <p>Monitor/review sign-in sheets for attendance and participation.</p> <p>Monitor/Audit School training and test administration.</p>	<p>District Test Coordinator</p>	<p>Verification of compliance with Process Standard 16 and Appendix F.</p>	<p>November 2021</p> <p>May 2022</p>

Please use additional sheets as needed.

## Corrective Action Plan

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Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Callaway High School</p> <p>Algebra I:</p> <ul style="list-style-type: none"> <li>• Four (4) of 419 students tested were invalidated for extreme similarity</li> </ul> <p>Biology I:</p> <ul style="list-style-type: none"> <li>• Two (2) of 336 students tested were invalidated for extreme similarity</li> </ul> <p>English II:</p> <ul style="list-style-type: none"> <li>• Two (2) of 496 students tested were invalidated for extreme similarity</li> </ul> <p>U.S. History:</p> <ul style="list-style-type: none"> <li>• Two (2) of 226 student tested were invalidated for wrong to right answer changes</li> </ul>	<p>The District shall ensure that test security procedures required by the Mississippi Statewide Assessment System are followed by each participating individual assigned to assist with statewide testing.</p> <p>On-site review of School and District Test Security Plans.</p> <p>Conduct required School Test Coordinator professional development.</p> <p>Monitor/review sign-in sheets for attendance and participation</p> <p>Monitor/Audit School training and test administration.</p>	<p>District Test Coordinator</p>	<p>Verification of compliance with Process Standard 16 and Appendix F.</p>	<p>November 2021</p> <p>May 2022</p>
<p>Forest Hill High School</p> <p>U.S. History:</p> <ul style="list-style-type: none"> <li>• Eight (8) of 252 students tested were invalidated for extreme similarity</li> </ul>	<p>Verification of compliance with Process Standard 16 and Appendix F.</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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Jim Hill High School</p> <p>Algebra I:</p> <ul style="list-style-type: none"> <li>• Two (2) of 502 students tested were invalidated for extreme similarity</li> <li>• Two (2) of 251 students tested were invalidated for extreme similarity</li> </ul> <p>Provine High School</p> <p>Biology I:</p> <ul style="list-style-type: none"> <li>• Two (2) of 313 students tested were invalidated for extreme similarity</li> </ul>	<p>The District shall ensure that test security procedures required by the Mississippi Statewide Assessment System are followed by each participating individual assigned to assist with statewide testing.</p> <p>On-site review of School and District Test Security Plans.</p> <p>Conduct required School Test Coordinator professional development.</p> <p>Monitor/review sign-in sheets for attendance and participation.</p> <p>Monitor/Audit School training and test administration.</p> <p>Verification of compliance with Process Standard 16 and Appendix F.</p>	<p>District Test Coordinator</p> <p>On-site review of School and District Test Security Plans.</p> <p>Conduct required School Test Coordinator professional development.</p> <p>Monitor/review sign-in sheets for attendance and participation.</p> <p>Monitor/Audit School training and test administration.</p> <p>Verification of compliance with Process Standard 16 and Appendix F.</p>	<p>Verification of compliance with Process Standard 16 and Appendix F.</p>	<p>November 2021</p> <p>May 2022</p>

Please use additional sheets as needed.

Page 8 of 9

## Corrective Action Plan

District Name: Jackson Public School District      District Number: 2520      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Lanier High School  Biology I: • Two (2) of 287 students tested were invalidated for extreme similarity U.S. History: • Two (2) of 162 students tested were invalidated for extreme similarity	The District shall ensure that test security procedures required by the Mississippi Statewide Assessment System are followed by each participating individual assigned to assist with statewide testing.  On-site review of School and District Test Security Plans.  Conduct required School Test Coordinator professional development.	District Test Coordinator	Verification of compliance with Process Standard 16 and Appendix F.	November 2021
Murrah High School  Algebra I: • Eight (8) of 375 students tested were invalidated for extreme similarity Biology I: • Two (2) of 379 students tested were invalidated for extreme similarity • One (1) of 379 students tested was invalidated for wrong to right answer changes U.S. History: • Four (4) of 276 students tested were invalidated for extreme similarity	Monitor/review sign-in sheets for attendance and participation.  Monitor/Audit School training and test administration.		Verification of compliance with Process Standard 16 and Appendix F.	May 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Jackson Public \_\_\_\_\_ District Number: \_\_\_\_\_ 2520 \_\_\_\_\_ Date CAP Approved by Local School Board: \_\_\_\_\_ 12/20/21 \_\_\_\_\_

**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
Classrooms • 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.  Gymnasium • Evacuation maps not posted.	<ul style="list-style-type: none"> <li>• Post evacuation maps in all classrooms in same general location.</li> <li>• Provide a chemical inventory for all chemicals on hand.</li> <li>• Provide Material Safety Data Sheets (MSDS) for all chemicals on hand.</li> <li>• Remove all outdated and unused chemicals from the chemical storage area.</li> <li>• Post evacuation maps in gymnasium</li> </ul>	Principal Executive Director of Facilities and Operations	Internal Monitoring Instrument and MDE Site Visit to verify completion of deficiencies.	June 2022
Kitchen/Dining Area • Evacuation maps not posted in the dining area.	<ul style="list-style-type: none"> <li>• Post evacuation maps in the dining area.</li> </ul>			

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Jackson Public \_\_\_\_\_

District Number: \_\_\_\_\_ 2520 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Forest Hill High School Findings Classrooms • Evacuation maps not posted in several classrooms. • No Material Safety Data Sheets (MSDS) for chemicals in Rooms 119, 120 and 121.	• 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.	Principal Executive Director of Facilities and Operations	Internal Monitoring Instrument and MDE Site Visit to verify completion of deficiencies.	June 2022
Auditorium • Roof leaks in the stage and seating area. • Termite damage on the stage floor.	• Repair roof leaks • Treat for termites in the stage area.			
Gymnasium • Gym floor not level. • Missing ceiling tile in restrooms.	• Repair gym floor • Replace damaged/missing ceiling tiles.			
ROTC Building - Classrooms • Evacuation maps not posted. • No second means of egress in Rooms 301 and 317. • Rooms were dirty.	• 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.			

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Jackson Public District Number: \_\_\_\_\_ 2520 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Classrooms • 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.	<ul style="list-style-type: none"> <li>Provide a chemical inventory for all chemicals on hand in rooms 303, 305, and 308.</li> <li>Provide Material Safety Data Sheets (MSDS) for all chemicals on hand in rooms 303, 305, and 308.</li> <li>Remove old chemicals.</li> </ul>	Principal Executive Director of Facilities and Operations	Internal Monitoring Instrument and MDE Site Visit to verify completion of deficiencies.	June 2022
Grade 9 Building • Fire alarm systems in trouble mode.	<ul style="list-style-type: none"> <li>Repair fire alarm systems.</li> <li>Post evacuation maps in classrooms in same general location.</li> <li>Provide a chemical inventory for all chemicals on hand in room 501.</li> <li>Provide Material Safety Data Sheets (MSDS) for all chemicals on hand in rooms 501..</li> <li>Remove old chemicals.</li> <li>Clean/replace carpet in the band hall</li> </ul>			

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Jackson Public District Number: \_\_\_\_\_ 2520 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/20/21

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"> <li>Water standing in the tunnel area under the school.</li> </ul> <p>Classrooms</p> <ul style="list-style-type: none"> <li>No second means of egress in Rooms 97, 98, 99 and 214.</li> </ul> <p>Gymnasium</p> <ul style="list-style-type: none"> <li>Playing surface floor sweats due to water standing under the building.</li> </ul>	<ul style="list-style-type: none"> <li>Research why water is standing in the tunnel under the building.</li> <li>Provide a second means of egress in Rooms 97, 98, 99 and 214.</li> </ul>	Principal Executive Director of Facilities and Operations	Internal Monitoring Instrument and MDE Site Visit to verify completion of deficiencies.	July 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: 12/20/21 \_\_\_\_\_

**Standard 32:** The school district complies with state statute and State Board of Education policy for educating juveniles in youth detention centers.

- 32.1: Educational requirements
- 32.2: Financial reimbursement requirements

**REGULATIONS:** Miss. Code Ann. § 42-21-321, 7 Miss. Admin. Code Pt. 3, Ch. 30, R. 30.6, and Guidebook for Educating Juveniles in Detention Centers

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The Henley-Young Juvenile Justice Center's Education Program, sponsored by the Jackson Public School District, failed to comply with Process Standard 32.  The MDE reviewed six (6) of 57 applicable student files, which included youths detained ten (10) or more calendar days during the period under review (September 1- November 25, 2016).	The Henley-Young Juvenile Justice Center has been working with the staff from MDE and the US Department of Justice to correct all findings. The principal has been attending quarterly meetings held by MDE to help address findings.  The principal and office manager attended training hosted by MDE on proper procedures for records, requesting records from school districts, and how to appropriately file the form.	Principal	Meeting agendas	April 2022
The Henley-Young Juvenile Justice Center Education Program failed to notify youth's home school district of the detainment within one (1) school business day. <ul style="list-style-type: none"><li>• Six (6) student files did not document whether the JDC Education Program notified the youth's placement in the center within one (1) school business day of entry.</li></ul>	A form has been developed to document requests from all school districts. This form will be placed in the individual student files. The principal's signature will be required on the form to ensure the procedure was completed.	Principal	Internal monthly Audit check of files by the Principal	April 2022
			The IAP will be reviewed and updated each 4 1/2 weeks.	April 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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The Henley-Young Juvenile Justice Center Education Program failed to develop and maintain academic records for detained youth which contained all required documents.</p> <p>Six (6) student files did not include one (1) or more of the required elements such as the youth's identifying information, including family information, contacts, academic assessments, or all available educational information to meet compliance.</p>	<p>A form has been developed to document requests from all school districts. This form will be placed in the individual student files. The principal's signature will be required on the form to ensure the procedure was completed.</p> <p>A timestamp will be on each form that is accessed via online data systems.</p>	Principal	Internal monthly Audit check of files by the Principal	April 2022
<p>The Henley-Young Juvenile Justice Center Education Program failed to develop and implement Individualized Academic Plans (IAPs) for detained youths.</p> <ul style="list-style-type: none"> <li>One (1) student file did not contain an IAP.</li> <li>Six (6) student files did not document that the JDC Education Program provided academic services based on the detained youth's entry assessments and past educational history and did not address academic, literacy, life skills, and transition</li> </ul>	<p>Henley Young staff will be utilizing Star Reading and Star Math to ensure students will receive the diagnostic assessments upon entry.</p>	Principal	Star reports will be printed and placed in the student's file.	April 2022
				The completed and signed IAPs will be placed in the individual files.

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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Five (5) student files did not document that the JDC Education Program provided individualized instruction and practice to address weaknesses identified through the academic diagnostic assessment.</p> <p>Six (6) student files did not contain comprehensive IAPs. IAPs were not developed and implemented by the tenth (10th) calendar day of detainment.</p> <p>Six (6) student files reviewed did not document that the JDC Education Program provided individualized services and supports to detained youths.</p>	<p>Weaknesses are identified by the diagnostic evaluation and are used to develop individualized instruction. The Individual Academic Plan team will identify the objectives for each student.</p> <p>Once the student is enrolled in the detention center, the Individual Academic Plan will begin with diagnostic evaluations. By the 10th day record request, teacher notification, and all components will be complete and reviewed by the academic team.</p> <p>Progress monitoring will be documented on the Individual Academic Plan forms, each 4 1/2 weeks.</p>	<p>Principal</p> <p>Principal</p> <p>Principal</p>	<p>Internal monthly Audit check of files by the Principal</p> <p>Internal monthly Audit check of files by the Principal</p> <p>The IAP will be reviewed and updated each 4 1/2 weeks.</p>	<p>April 2022</p> <p>April 2022</p> <p>April 2022</p>

Please use additional sheets as needed.

Page 3 of 6

## Corrective Action Plan

District Name: Jackson Public School District

Date: 2520 District Number: 12/20/21 Date CAP Approved by Local School Board:

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The Henley-Young Juvenile Justice Center Education Program failed to provide educational services to youths unable or unwilling to actively participate in educational services.</p> <p>The JDC Education Program did not develop or implement procedures to ensure the provision of academic instruction to detained youths unable or willing to actively participate in educational programming.</p>	<p>A form is utilized to document services provided to students who are unable or unwilling to attend class. The JDC, school staff and student will sign.</p> <p>Trainings will be provided by the principal to all academic staff and JDC staff on the process of providing services to students who are unable or unwilling to attend classes.</p>	<p>Principal</p> <p>Principal</p>	<p>An internal bi-weekly audit check of attendance and forms will be reviewed by the Principal</p> <p>An internal bi-weekly audit check of attendance and forms will be reviewed by the Principal</p>	<p>April 2022</p> <p>April 2022</p>
<p>The Henley-Young Juvenile Justice Center Education Program failed to provide transition services to detained youths.</p> <ul style="list-style-type: none"> <li>• Six (6) student files did not include a comprehensive transition component.</li> <li>• Two (2) student files did not document the JDC Education Program utilized a team approach for transition planning.</li> <li>• Two (2) student files did not document the JDC Education Program engaged parents/guardians and the youth in transition planning.</li> </ul>	<p>The Individualized Academic Plan (IAP) has been revised to reflect the necessary components needed for transition.</p> <p>A school district's transition assessment tool will be available for all students upon entry. This information will be used on the Individualized Academic Plan.</p> <p>The Henley Young staff have been working collaboratively to ensure each component of the IAP is fully developed by the 10th day of detainment.</p>	<p>Principal</p>	<p>An internal bi-weekly progress monitoring will be conducted by the transition coordinator on the IAP form. The form will be reviewed by the principal.</p>	<p>April 2022</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Jackson Public School District

Date CAP Approved by Local School Board: 12/20/21

District Number: 2520

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
One (1) student file did not include academic reentry goals and/or career goals as part of transition planning. Six (6) student files did not document that the JDC Education Program utilized transition planning to guide service delivery during detainment.	Academic goals and career goals will be listed, based on diagnostic evaluations. The JPS/Henley Young Juvenile Justice Center's procedures have been updated to include the new procedure and form.	Principal	The completed and signed IAPs will be placed in the individual files. Internal monthly Audit check of files by the Principal  The IAP will be reviewed and updated each 4 1/2 weeks.	April 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: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The Henley-Young Juvenile Justice Center Education Program failed to meet the criteria for providing appropriate educational services to students with Individualized Education Programs (IEPs).</p> <ul style="list-style-type: none"> <li>Four (4) student files did not document that the JDC Education Program reviewed incoming IEPs to ensure the IEPs were current, and could be implemented as written.</li> <li>Two (2) student files did not document that an operable IEP was in place for students with identified disabilities.</li> <li>Four (4) student files did not document that the JDC Education Program provided accommodations and modifications and/or related services as required by the IEP.</li> <li>Two (2) student files did not document that the JDC Education Program provided counseling/ behavior modification services as required by the IEP. One (1) student file was not applicable.</li> <li>Three (3) student files did not document that the JDC Education Program provided transition services as required by the IEP.</li> </ul>	<p>The Exceptional Education teacher has been utilizing the FAPE monitoring tool to review each IEP to ensure compliance. The monitoring tool was provided by the JPS EES office.</p>	<p>Principal</p>	<p>The IEP will be reviewed by the monitoring tool. Progress monitoring will be documented bi-monthly.</p> <p>If deficiencies are found, an IEP meeting is held to mitigate the concern, in collaboration with the home school districts. Documentation will be the review/revision signature page.</p> <p>Related services have been provided according to the student's IEP. A Related Services Log Sheet is placed in the student's folder, which will have a signature from the principal on a bi-weekly basis.</p>	<p>April 2022</p> <p>An internal bi-weekly audit will be conducted by the principal and EES district staff to ensure compliance.</p>

Please use additional sheets as needed.

Page 6 of 6

**OFFICE OF CHIEF ACCOUNTABILITY OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**February 17, 2022**

**OFFICE OF ACCREDITATION**

L. 05. 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, 2021*, 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 19, 2021. 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
- Process Standard 3 – Personnel Appraisal System
- Process Standards 6 and 6.1 – Residency Verification
- Process Standards 6 and 6.2 – Immunization Requirements
- Process Standard 7 – Transfer Policies
- Process Standard 8 – Student Records
- Process Standard 9 – Strategic Planning
- Process Standards 13 and 13.1 – Academic Year: Instructional Time
- Process Standards 13 and 13.2 – Academic Year: Instructional Time for Carnegie Unit Credit

- Process Standards 13 and 13.4 – Academic Year: Senior Year
- Process Standard 15 – Professional Development Plan
- Process Standards 21 and 21.1 Academic Promotion/Retention/Progression: Participation in Extra-Curricular Activities

Recommendation: Approval

Back-up material attached

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 12/16/21

**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 Superintendent failed to provide effective educational leadership: -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	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.  - The superintendent will continue to participate in administrative training provided by the MDE, NISL, and MASS-July 8-13, 2018, July 7-12, 2019, January 26-29, 2020 and July 11-16, 2021	Superintendent School Board	Schedule of training for staff -Schedules, agendas, and supporting documentation for the Superintendent's external administrative trainings -Agendas and sign-in sheets -School board minutes addressing any revised job descriptions	The district will begin corrective actions immediately and complete by September 30, 2022 Training Dates: 4/12/18 7/8/2018, 7/22-24/2018, 11/12/2018, 2/18-19/2019, 3/30-4/1/2019, 4/22-4/23/2019, 1/26-4/29/2020

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Leland School District

District Number: \_\_\_\_\_ 7612 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<p>-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.</p> <p>-The Superintendent annually reviews the job descriptions and qualifications for personnel employed to implement the Instructional Management Plan and Professional Development Program.</p> <p>-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.</p>		<p>-Refer to corrective actions and evidence for each standard noted:</p> <ul style="list-style-type: none"> <li>-Standard 1.2 Policies</li> <li>-Standards 1.5 and 20 Instructional Management Plan</li> <li>--qualified personnel; license, job descriptions, agendas, schedules of training, observations, sign-in sheets</li> </ul> <p>-Standard 17.4 IDEA ESSA</p> <p>-Standard 17.6 ESSA</p> <p>-Standard 31 Crisis Management Plan</p>	

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 12/16/21

**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, §§ 37-9-101 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
<p>-The Superintendent and Board failed to implement board policies that comply with state and federal law and State Board of Education (SBE) Policies.</p> <p>-Irregularities and inconsistencies exist in Board policy and other District publications.</p> <p>Specific policies noted:</p> <ul style="list-style-type: none"> <li>- IHE</li> <li>- IHF</li> <li>- JBCD</li> <li>- JBAB</li> <li>- JCAA</li> </ul>	<p>-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.</p> <p>-The superintendent and school board members participated in additional training provided by MSBA (Feb. 19, 2018, July 22-24, 2018, Nov. 12, 2018, Feb. 18-19, 2019, Mar. 30-April 1, 2019, April 22-23, 2019, Feb. 15-17, 2021, Apr. 26-27, 2021, Jun. 11-12, 2021 on policy development and the annual review/revision process.</p>	Superintendent School Board	<p>-Revised Policies will be submitted to MDE for review and approval</p> <p>-Revised Student Handbook for 2021-2022</p> <p>-Documentation that verifies the review of all district publications to follow approved board policies</p>	<p>The district will begin corrective actions immediately and complete by September 30, 2022.</p> <p>Board Approvals: 9/16/2019, 02/20/2020, 2/15-17/21, 4/26-27/21, 6/11-12/21</p>

Please use additional sheets as needed.

Page 1 of 2

## Corrective Action Plan

District Name: \_\_\_\_\_ Leland School District

District Number: \_\_\_\_\_ 7612 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
-JCD -ICJI -ID -Review all of Section J	<p>-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.</p> <p>-The district will review all district publications and make required revisions to be consistent with current, approved school board policies.</p> <p>-Policy changes will be communicated to administrative personnel and posted online.</p> <p>-District administrative and instructional personnel will be trained on current board policies.</p> <p>-Also see corrective actions for standards 7, 10, 14, and 21.</p>			<p>-School board agendas and minutes approving revised policies and student handbook</p> <p>-Annual schedule of board review of all policies</p> <p>-Agendas and sign-in sheets for training</p> <p>Online access to current board policies</p> <p>-Training agendas and sign-in sheets</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: 12/16/21

**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
-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 -Standard 20 Instructional Management Plan	Refer to corrective actions for each standard noted: -Standard 1.2 Policies -Standard 15 Professional Development -Standard 20 Instructional Management Plan	Superintendent School Board	Refer to corrective actions for each and evidence for each standard noted: -Standard 1.2 Policies -Standard 15 Professional Development -Standard 20 Instructional Management Plan	Immediate and Ongoing The district will begin corrective actions immediately and complete by September 30, 2022.

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Leland School District

District Number: \_\_\_\_\_ 7612 Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
-Standard 17.4 IDEA -Standard 17.6 ESSA -Standard 31 Crisis Management Plan			-qualified personnel; license, job descriptions observations -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: 12/16/21

**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: Mississippi Principal Evaluation System (MPES).
- 3.3: Mississippi Teacher Evaluation System.
- 3.4: Other district staff evaluations as determined by local school board policy.

**REGULATIONS:** Miss. Code Ann. §§ 37-3-46(b) and 37-7-301

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"><li>-The District is compliant with Process Standard 3.1</li><li>-The District failed to use the Mississippi Administrator Growth Rubric to evaluate Principals.</li><li>-The District failed to require schools to use the state Growth for teachers and other district staff.</li><li>-The District failed to use the Mississippi School Librarians Growth Rubric to evaluate school librarians.</li><li>-The District failed to use the Mississippi Counselor Growth Rubric to evaluate counselors.</li></ul>	<p>The district provided training for all personnel. The required Growth Rubrics are utilized for Principals, Counselors and Librarians by May 31, 2022.</p>	Superintendent Principals	<ul style="list-style-type: none"><li>-Minutes/board approval of each Rubric: Teachers, Principals, Librarians, Counselors</li><li>-Schedule for training personnel on usage of each rubric</li><li>-Agenda/sign-in sheets</li><li>-Schedule of evaluations</li><li>-Completed confidential evaluations on file.</li></ul>	<p>September 30, 2022. The district has implemented corrective actions for the 2021-2022 school year and will be completed by September 30, 2022.</p>

Please use additional sheets as needed.

Page 1 of 2

## Corrective Action Plan

District Name: Leland School District

District Number: 7612 Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
			<p>Note: Confidential personnel documentation will be available for audit purpose but be in filed in a secured area: not placed an unsecured evidence folders/boxes</p>	

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: 7612 Date CAP Approved by Local School Board: 12/16/21

**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 elementary school and middle school failed to provide the required residency documentation.	-The School District shall be compliant to adhering with State Law and School Board of Education on enrollment requirements -The district provided training for principals and all other personnel that assist with the Residency Verification process. (Bailey Group- Ann Moore, 1/21/2020)  -Each principal quarterly reviews completed verification forms to verify accuracy and completeness. -Each principal quarterly reviews the student folders to ensure that obsolete residency documents have been removed.	District Administrators Principals Secretaries	-Schedule of training for staff -Agendas and sign-in sheets  -Schedule of review by each principal to: (a) verify completed verification documentation for each student and (b) verify removal of obsolete data. Training was held 1/21/2020	Immediate and Ongoing

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ 7612 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

**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 middle school and high school failed to provide the required immunization documentation.	-The district shall be compliant and will continue to provide training for principals and all other personnel that assist with immunization requirements. -Each principal has reviewed the student folders to ensure that immunization requirements have been met. -Each principal will ensure that any student presenting a Temporary Compliance form will complete the immunization requirements within the established timeline.	Principals	-The district has documentation on file to verify compliance with this standard. -The Dec. 2020 report to the MS Department of Health verifies 100% compliance.	Immediate and Ongoing

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Leland School District      District Number: 7612

Date CAP Approved by Local School Board: 12/16/21

Standard 7: Any transfer student from a school or program (correspondence, tutorial, or home study) not accredited regionally or by a state board of education [or its designee(s)] is given either a standardized achievement test(s) or teacher-made special subject test(s) to determine the appropriate classification of the student within thirty (30) days after filing for transfer. Notice of the administering of such test(s) shall be given to the applicant not less than five (5) days prior to the date of the administration of such test.

REGULATIONS: Miss. Code Ann. § 37-15-33 and Miss. Admin. Code 7-3: 36.1-36.4, State Board Policy Chapter 36, Rule 36.1-36.4

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
-The District failed to develop and gain board approval of a complete and non-conflicting policy pertaining to transfer students. -Policies did not specify the assessments to be administered and did not explain how placement decisions will be made.	-The school board reviewed board policies JBCD and JBAB and adopted necessary revisions. -The district reviewed the Student Handbook and made all required revisions to be consistent with current, approved school board policies for 2021-2022. -The district provided training for all personnel on August 03, 2021 from 1:30p.m. - 3:30 p.m.	Superintendent District Administrators Principals Teachers	-School board agendas and minutes -Revised policies JBCD and JBAB -Revised Student Handbook for 2021-2022 -Agendas and sign-in sheets	September 30, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_

7612 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

**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, 2018*, and the *Mississippi Cumulative Folders and Permanent Records Manual of Directions*

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
The elementary school, middle school and high school failed to maintain records in accordance with the Mississippi Cumulative Folders and Permanent Records Manual of Directions. -father's name not listed -both sides of the permanent record not completed -birth certificate -names of parents not consistent with birth certificate -permanent records not on required form -all grades not recorded -all standardized test results not included	-The district has provided training for principals and all other personnel that assist with student records. (Jan. 21, 2020) -The district will utilize the training videos available via iTunes on the MDE Accreditation office website. -Each principal will review during the fall and spring the cumulative folders and permanent records to ensure that all requirements have been met.	Superintendent Principals	Checklist	September 30, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Leland School District  
District Number: \_\_\_\_\_ 7612 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

**Standard 9:** The school district engages in planning to review the educational status of each school in the district and to address specific actions relative to accreditation and performance separately.

**REGULATIONS:** Miss. Code Ann. § 37-3-49(2)(e)

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
-The District failed to develop and gain board approval of a Strategic Plan that contains the required elements. -The middle school did not provide any plan, and the elementary and high school plans did not include all the required materials.	The district developed and implemented a strategic plan that includes all required components. -The district utilized the training videos available via iTunes on the MDE Accreditation office website. -Each principal documented periodic review the cumulative folders and permanent records to ensure that all requirements have been met. Vision, Mission, Core Values -Short term and long-range goals -Implementation timelines for goals -Dates for reviewing and modifying the plan annually -Annual overall improvement for the district and each school	Superintendent Principals School Board	-School board agendas and minutes documenting approval -School board agendas and minutes documenting the strategic planning process -Documentation of required input from community stakeholders, parents and key personnel -School board agendas and minutes documenting the annual review and modification the plan	August 2021

## Corrective Action Plan

District Name: \_\_\_\_\_ Leland School District

District Number: \_\_\_\_\_ 7612 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	<p>The strategic plan will address all schools and include:</p> <ul style="list-style-type: none"><li>-Review of education status for each school</li><li>-Specific actions related to accreditation issues and school performance for each school</li><li>-Alignment with the district's overall plan</li></ul> <p>The district will solicit input from community stakeholders, the School Board, parents and key personnel through meetings, surveys, and questionnaires.</p>			

Please use additional sheets as needed.

Page 2 of 2

## Corrective Action Plan

District Name: \_\_\_\_\_ Leland School District

District Number: \_\_\_\_\_ 7612 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

Standard 13: The academic year provides a minimum of 180 teaching days in which both teachers and pupils are in regular attendance for scheduled classroom instruction. Any request for an exception to this standard must be submitted in writing to the Commission on School Accreditation for review and action. If the Governor has declared a disaster emergency or the President of the United States has declared an emergency or major disaster to exist in this state, the local school board may request approval from the State Board of Education to operate the schools in its district for less than one hundred eighty (180) days.

- 13.1: The teaching day must provide at least 330 minutes of instruction per day.
- 13.2: The school district must ensure that during the academic school year a minimum of 140 hours of instruction is provided for each Carnegie unit of credit offered and 70 hours for each one-half (½) unit offered, except for remedial instructional programs, dual enrollment/dual credit, correspondence courses, MS Virtual Public School courses, and innovative programs authorized by the State Board of Education.
- 13.3: No more than two (2) of the 180 days may be 60% days. Both teachers and pupils must be in attendance for not less than 60% of the normal school day.
- 13.4: The school district schedules preparation for graduation ceremonies in such manner that graduating seniors are absent from classes for no more than three (3) days prior to the end of the school year. (Districts Meeting the Highest Levels of Performance are exempted.)
- 13.5: The summer school/extended year program [not Extended School Year (ESY) provided through special education programs] meets all applicable requirements of the regular school program.
  - 13.5.1: Students from other schools enrolled in summer programs provide written approval from the principal of their home schools.
  - 13.5.2: Students enrolled in an extended year program complete all remaining course/subject requirements/objectives before credit for the course/subject is issued.
  - 13.5.3: Students enrolled in a summer program are limited to earning one (1) Carnegie unit of credit during a traditional summer school session, which does not apply to extended year programs and approved virtual courses. (Districts Meeting the Highest Levels of Performance may be exempted under Miss. Code Ann. § 37-17-11.)

REGULATIONS: Miss. Code Ann. §§ 37-151-7(3)(d), 37-3-49, 37-13-61 through 69, § 37-17-11, § 37-151-5(j), and § 37-151-7(3)(c)

## Corrective Action Plan

District Name: \_\_\_\_\_ Leland School District

Date CAP Approved by Local School Board: \_\_\_\_\_ 7612      Date: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>-The District failed to provide the required number of teaching days for seniors.</li> <li>-The District failed to provide 330 minutes of instruction per day in a full-day Pre-K program.</li> <li>-The District failed to provide seniors with the minimum hours of instruction to earn a Carnegie Unit Credit.</li> <li>-The District held graduation ceremonies prior to the last day of school.</li> <li>-The District's Board Policy and the Student Handbook provide conflicting information regarding graduation requirements.</li> </ul>	<ul style="list-style-type: none"> <li>-The district calendar and school schedules for 2019-2020 were revised to ensure compliance.</li> <li>-The district calendar for 2021-2022 includes 180 teaching days. Approved by School Board on 3/21/2019.</li> <li>-The school schedules for 2021-2022 includes 330 minutes of instruction.</li> <li>-The district calendar for 2021-2022 and school schedules document compliance.</li> <li>-The 2021-2022 schedules are compliant.</li> </ul>	Superintendent Pre-K Director School Board	<ul style="list-style-type: none"> <li>-Master schedules</li> <li>-Teacher schedules</li> <li>-Documentation of principal observation of teachers following the revised schedules.</li> <li>-Calendar</li> <li>-Master schedules</li> <li>-Teacher schedules</li> <li>-Board minutes and agenda documenting revised annual schedule for 2021-2022</li> </ul>	September 30, 2022  Board Approved January 19, 2021

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Leland School District

District Number: \_\_\_\_\_ 7612 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

**Standard 15:** The school district implements a professional development program aligned with the Learning Forward Standards for Professional Learning. (Districts Meeting the Highest Levels of Performance are exempted.)

### REGULATIONS: Miss. Code Ann. § 37-17-8 and Miss. Admin. Code 7-3: 44.1, State Board Policy Chapter 44, Rule 44.1

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
-The District does not have a Professional Development Plan	The district has developed and implemented a professional development plan that is aligned with the Learning Forward Standards of Professional Learning and include all required components. -The plan includes short-term and long-range goals. -Training was provided for all professional staff. -Leadership teams have been established and include teacher committee assignments. -A Professional Development Calendar is being followed. -School schedules will include leadership meeting times. -An evaluation instrument was adopted and is being utilized.	Superintendent	-School board agendas and minutes documenting approval of the PD plan -Calendar of professional development activities -Schedules, agendas, sign-in sheets of regularly scheduled professional development meetings -List of teacher committees and schedules	September 30, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ LeJland School District

District Number: \_\_\_\_\_ 7612 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
			<ul style="list-style-type: none"><li>-List of leadership meetings</li><li>-Copy of evaluation instrument</li><li>-Data that supports development of the plan</li><li>-Data that supports the goals of the Professional Development Plan</li><li>-School board agendas and minutes documenting the evaluation of the plan</li></ul>	

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_

7612

Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

**Standard 21:** The district follows an established board policy that defines criteria for the academic promotion/progression/retention of students. Such criteria prohibit the retention of students for extracurricular purposes.

**21.1:** The school district implements a uniform grading policy.

**21.2:** A student who is enrolled in any grade higher than Grade 6 in a school district must be suspended from participation in any extracurricular or athletic activity sponsored or sanctioned by the school district after a semester in which the student's cumulative grade point average is below 2.0 on a 4.0 scale in accordance with the Mississippi High School Activities Association (MHSAA). This portion of the standard will be jointly monitored and enforced by the State Board of Education and the MHSAA.

**REGULATIONS:** Miss. Code Ann. §§ 37-11-64, 65, and 66, and Miss. Admin. Code 7-3: 2-3, State Board Policy Chapter 2, Rule 2.3

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
-The District failed to comply with Process Standard 21 and 21.2. Board policy IHE is just a MSBA template and contains no information specific to the district. Neither the board policy or student handbook contain language prohibiting the retention of students for extracurricular purposes. The District is compliant with Process Standard 21.1.	-The school board reviewed and revised policy IHE and the student/parent handbook to contain the criteria for academic promotion, progression and retention of students in the district. -The district reviewed the current Student Handbook and made all required revisions to be consistent with current, approved school board policies for 2021-2022. -The board policy and the handbook were updated to specifically address the prohibition of retention of students for extracurricular purposes. -Training will be provided for all instructional and administrative personnel on the policy revisions.	Superintendent School Board Teachers Principals District Leadership Team	-Board minutes and agenda documenting revised policy IHE and handbook specific to the district -Revised handbook -Agendas and sign-in sheets that document training on revised policy	September 30, 2022

Please use additional sheets as needed.

**OFFICE OF CHIEF ACCOUNTABILITY OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**February 17, 2022**

**OFFICE OF ACCREDITATION**

L. 06. 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, 2021*, 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 19, 2021. 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

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: \_\_\_\_\_ 11/18/21

**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.

Page 1 of 2

## Corrective Action Plan

District Name: \_\_\_\_\_ Newton Municipal School District

Date CAP Approved by Local School Board: \_\_\_\_\_ 5130 Date CAP Approved by Local School Board: \_\_\_\_\_ 11/18/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The Newton Municipal School District is deficient in Standard 4.5</p> <p>4.5 Annual Audits for the following fiscal years ending in 2016, 2017, 2018, 2019 indicates that financial report were not received, reviewed and discussed as reflected in official minutes of the regularly scheduled monthly meeting</p>	<p>The administration will continue to utilize consultants to ensure all bank statements will be reconciled monthly and all adjustments and other general ledger closing entries are completed.</p>	<p>Business Manager</p>	<p>The administration will ensure the school board approves all supplemental amounts paid to district employees, including supplements for extra duties assigned.</p> <p>4.5 Annual Audit for the fiscal year ending 2020 indicates that financial reports were received, reviewed and discussed as reflected in official minutes of the regularly scheduled monthly meeting.</p>	<p>Ongoing</p> <p>Approval of supplemental amounts will be presented for school board approval and recorded in school board minutes</p>

Please use additional sheets as needed.

**OFFICE OF CHIEF ACCOUNTABILITY OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**February 17, 2022**

**OFFICE OF ACCREDITATION**

L. 07. Corrective Action Plan for North Bolivar 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, 2021*, 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 School District was assigned a PROBATION status by the Commission on School Accreditation on October 19, 2021. 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 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 14.1.1 – 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 30 – School District Facilities

Recommendation: Approval

Back-up material attached

## Corrective Action Plan

District Name: \_\_\_\_\_ North Bolivar Consolidated SD  
District Number: \_\_\_\_\_ 0617 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

**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 ensure all administrative staff members and any other staff assigned to report MSIS data are properly trained on the MSIS data reporting requirements, procedures, and timelines to ensure that only the highest quality data is submitted through the use of MDE and district trainings, such as the MSIS Personnel Reference Manual .	MSIS Contact HR Director	MSIS Personnel Accreditation Report Board minutes	February 28, 2022
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 such as: - Bus drivers	The district will ensure that all data shall be reported accurately and in compliance with MSIS reporting procedures. All personnel data shall be consistent. Personnel information approved by the school board shall be consistent with information reported in contracts and in the MSIS report.	MSIS Contact HR Director	MSIS Personnel Accreditation Report Board minutes	February 28, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD

Date CAP Approved by Local School Board: 06/17      Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<ul style="list-style-type: none"> <li>- Custodians</li> <li>- Cafeteria workers</li> <li>- After school program staff</li> <li>- Alternative school staff</li> </ul>	<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>The district will implement a process to review work assignments and duties, as well as contracts and salaries, to ensure that all employees have been accurately reported on the MSIS Personnel/Accreditation Data Report, and that employee contracts substantiate the same data.</p>	HR Director Business Manager	Board minutes Contacts Personnel Checklist MSIS Personnel Accreditation Report	February 28, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617      Date CAP Approved by Local School Board: 12/16/21

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>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>The district will ensure that all employees be provided supplemental contracts for other/additional duties that have been approved by the Board.</p>	<p>HR Director Business Manager</p>	<p>February 28, 2022</p>	<p>Board minutes Contacts Personnel Checklist MSIS Personnel Accreditation</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617

Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Salaries reported for employees in Board minutes failed to match salaries reported in the MSIS Personnel/ Accreditation Report for the 2018-2019 school year.</p> <p>The District failed to list all personnel approved in Board minutes for employment in the MSIS Personnel/ Accreditation Report for 2018-2019.</p>	<p>The district will ensure that all data is reported accurately and in compliance with MSIS reporting procedures. All personnel data will be consistent. Personnel data will be consistent. Personnel information approved by the school board will be consistent with information reported in contacts and in the MSIS report.</p>	HR Director Business Manager	Board minutes Personnel Checklist MSIS Personnel Accreditation Report	February 28, 2022
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.	Upon resignation/exit from the district, personnel will be no longer be listed in the Personnel Report	HR Director Business Manager MSIS Contact	Board minutes MSIS/Personnel Accreditation Report	February 28, 2022
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.	The district will ensure that all employees be provided supplemental contracts for other/additional duties that have been approved by the Board.	HR Director Business Manager MSIS Contact	Board minutes MSIS/Personnel Accreditation Report	February 28, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617      Date CAP Approved by Local School Board: 12/16/21

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.	The district will ensure that all data is reported accurately and in compliance with MSIS reporting procedures. All personnel data shall be consistent. Personnel information approved by the school board shall be consistent with information reported in contracts and in the MSIS report.	HR Director MSIS Contact	Board minutes Personnel Checklist MSIS Personnel Accreditation Report	February 28, 2022
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, and movement of students. The application included other errors that warrants concern that the District has made an inaccurate representation of the schools in the District. The MDE advised the District to cancel the application to avoid any USAC violations.	The District canceled the application on October 9, 2019	Technology Director	Cancellation request	Completed

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD

District Number: 0617 Date CAP Approved by Local School Board: 12/16/21

**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 data is reported accurately and in compliance with MSIS reporting procedures. All personnel data shall be consistent. Personnel information approved by the school board shall be consistent with information reported in contracts and in the MSIS report.	MSIS Contact and Data Entry Personnel HR Director	Personnel Checklist MSIS Personnel Accreditation Data Report	February 28, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ North Bolivar Consolidated SD      District Number: \_\_\_\_\_ 0617      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The Superintendent failed to implement appropriate standards of governance. (See also Process Standards 1.2 and 1.3)</p> <p>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)</p>	<p>The District will review and/or revise all district policies and publications annually to ensure that:</p> <ul style="list-style-type: none"> <li>- all statements are clearly written and consistent with approved school board policy as well as state and federal statutes.</li> <li>- written policies are current with board action and administrative decisions.</li> </ul> <p>The district will ensure that all operations in the district are implemented or carried out based on approved district policies.</p>	Superintendent Assist. Superintendent Federal Programs Director HR Director	Reviewed/revised/ approved policies Board minutes Observation Checklists	February 28, 2022
<p>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)</p>	<p>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.</p>	Principal Counselor Leadership Team	Graduation committee meeting agenda, sign-in sheet, minutes	February 28, 2022

Please use additional sheets as needed.

Page 2 of 3

## Corrective Action Plan

District Name: North Bolivar Consolidated School Dist      District Number: 0617      Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
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 Dept	Repaired/Replaced Items	February 28, 2022

Please use additional sheets as needed.

Page 3 of 3

## Corrective Action Plan

District Name: \_\_\_\_\_ North Bolivar Consolidated SD District Number: \_\_\_\_\_ 0617 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

**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 publications annually to ensure that: <ul style="list-style-type: none"><li>- all statements are clearly written and consistent with approved school board policy as well as state and federal statutes.</li><li>- written policies are current with board action and administrative decisions.</li></ul> 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 HR Director	Reviewed/revised/ approved policies Board minutes	February 28, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617

Date CAP Approved by Local School Board: 12/16/21      Date CAP Approved by Local School Board: \_\_\_\_\_

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 policy as well as state and federal statutes. - written policies are current with board action and administrative decisions.	Superintendent Assistant Superintendent Federal Programs Federal Program Director Principals	Review/ revised/ approved Student Handbook	February 28, 2022

Please use additional sheets as needed.

Page 2 of 2

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617      Date CAP Approved by Local School Board: 12/16/21

**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
The Board failed to effectively perform its duties in accordance with applicable law including: Ensuring 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 data will be reported accurately and in compliance with MSIS reporting procedures. All personnel data will be consistent. Personnel information approved by the school board shall be consistent with information reported in contracts and in the MSIS report.	MSIS Contact and Data entry personnel HR Director	Personnel Checklist MSIS Personnel Accreditation Data Report	February 28, 2022
Ensuring the District develops and implements approved Board policies and procedures that comply with state and federal statutes and SBE policies and standards (See also Process Standard 1.2);	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	Superintendent Assistant Superintendent Federal Programs Director	Reviewed/revised approved policies Board minutes Observation Checklists	February 28, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617

Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Ensuring implementation of appropriate standards of governance (See also Process Standards 1, 1.1, and 1.2);	<ul style="list-style-type: none"> <li>-written policies are current with board actions and administrative decisions.</li> </ul> <p>The district will ensure that all operations in the district are implemented or carried out based on approved district policies.</p>	SPED Director HR Director	Reviewed/revised approved policies Board minutes Observation Checklists	February 28, 2022
Ensuring the District submitted their financial audit report for Fiscal Years 2014, 2015, 2016, 2017, and 2018 by the March 31st deadline. March 31, 2015, 2016, 2017, 2018, and 2019 deadlines (See also Process Standard 4)	<p>The school board submitted the FY20 audit report by the March 31st deadline.</p>	Superintendent Assistant Superintendent Federal Programs Director SPED Director HR Director	Signed contract FY 20 Audit report	February 28, 2022
Ensuring that students who participate in graduation exercises meet the minimum graduation requirements (See also Process Standard 14.5)	<p>The district will ensure that each students 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"> <li>-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</li> </ul>	Principal Counselor Leadership Team Graduation Committee	Graduation committee meeting agenda, sign-in sheet, minutes	February 28, 2022

Please use additional sheets as needed.

Page 2 of 4

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617      Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Providing clean and sanitary facilities in a safe and secure environment (See also Process Standard 30); and</p> <p>A review of official records on file, including Board minutes, indicates that the Board may be in violation of Mississippi's Open Meetings Act. A review of Board minutes from March 2018-January 2019 found no justifications for going into executive session which are called at almost every meeting. It could not be determined if the Board had limited the use of executive session to those subject areas</p>	<p>testing/retesting opportunities and at the end to verify that all requirements have been met before graduation.</p> <p>The district will make all repairs and replacements where needed to ensure a safe and secure environment in all schools.</p>	<p>Maintenance Department</p>	<p>Repaired/Replaced items</p>	<p>February 28, 2022</p>

Please use additional sheets as needed.

Page 3 of 4

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617

Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
permitted under state statute. Except for student hearings, notices of special-called meetings did not list the reason for the meetings. Special-called meetings that included student hearings also included discussion other items.				

Please use additional sheets as needed.

Page 4 of 4

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617      Date CAP Approved by Local School Board: 12/16/21

**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. The process shall ensure that :  - current documentation is provided by the parents, - documentation is verified by a district official, signed, dated, and attached to the residency verification form, - documentation from previous years are removed from the students' records and are no longer acceptable.  The District will implement an approved local board policy for residency verification that complies with state law and State Board of Education Policy.	Superintendent Assistant Superintendent Principals Counselors Secretaries	Residency Verification Checklist/Form	February 28, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617      Date CAP Approved by Local School Board: 12/16/21

**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	Immunization Verification Checklist/form Student Immunization Compliance Report	February 28, 2022

## Corrective Action Plan

District Name: North Bolivar Consolidated SD  
 District Number: 0617 Date CAP Approved by Local School Board: 12/16/21

**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, 2018*, 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.	Superintendent Assistant Superintendent Principals Counselors Secretaries	Cumulative folder/permanent record Verification checklist Agendas, Sign-in sheets, minutes	February 28, 2022 MDE training held 1/1/20/21 February 28, 2022 February 28, 2022 Cumulative folder/permanent record Verification checklist

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

**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, 2018, 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 Consolidated School Dist      District Number: 0617      Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
14.1 and 14.2  The MDE reviewed the records of all 63 graduating seniors at Northside High School for School Year 2017-2018.  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.	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:  - 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.  - an ISP with all students and parents by the end of 8th grade. This plan will be reviewed and revised annually, if applicable.	Principal Curriculum Director Counselor Leadership Team	Graduation Committee meeting agenda, sign-in sheet, minutes	February 28, 2022  ISP - Individual Success Plans

Please use additional sheets as needed.

Page 2 of 3

## Corrective Action Plan

District Name: North Bolivar Consolidated S D

District Number: 0617 Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The District allowed one (1) student who did not earn the minimum number of Carnegie units required for graduation, nor pass all four (4) end-of-course Subject Area Tests or meet one (1) of the options outlined in Appendix A5 of the Mississippi Public School Accountability Standards, 2019, in lieu of a passing score to graduate and participate in graduation exercises. (See Process Standards 14.1 and 14.2)</p> <p>• The District allowed six (6) 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. (See Process Standard 14.5)</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"> <li>- 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.</li> <li>- an ISP with all students and parents by the end of 8th grade. This plan will be reviewed and revised annually, if applicable.</li> </ul>	Principal Curriculum Director Counselor Leadership Team	Graduation Committee meeting agenda, sign-in sheet, minutes	February 28, 2022  ISP - Individual Success Plans

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD  
 District Number: 0617 Date CAP Approved by Local School Board: 12/16/21

**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 provide 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:  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.	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, 2022
	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, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617      Date CAP Approved by Local School Board: 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>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.</p> <p>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.</p>	<p>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.</p>	<p>Assistant Superintendent Alternative School Director SPED Director Principals</p>	<p>Master schedules Lesson plans IIPs IEPs</p>	<p>February 28, 2022</p>
<p>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.</p> <p>The District failed to provide documentation regarding time in or time out from those visits.</p>	<p>The District will ensure that counseling services are provided and that counselors utilize a log to note services provided, along with time in and time out visits.</p>	<p>Alternative School Director Counselors</p>	<p>Service log/sign-in and out log</p>	<p>February 28, 2022</p>
<p>During the classroom observation, there was no evidence of face-to-face instruction. A teacher assistant facilitated and aided students.</p>	<p>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.</p>	<p>Assistant Superintendent Alternative School Director SPED Director</p>	<p>Master schedule Sign-in and out sheets Lesson plans IIPs IEPs</p>	<p>February 28, 2022</p>

Please use additional sheets as needed.

Page 2 of 3

## Corrective Action Plan

District Name: \_\_\_\_\_ North Bolivar Consolidated SD      District Number: \_\_\_\_\_ 0617      Date CAP Approved by Local School Board: \_\_\_\_\_ 12/16/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>The District failed to provide documentation that the District makes an individualized assessment and evaluation of students placed in the alternative school program with five (5) to ten (10) days.</p>	<p>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).</p>	Principals Counselors	Assistant Superintendent Alternative School Director Individualized Principal	Observation Checklist February 28, 2022
	<p>The District will ensure that a report of progress is provided to the students and parents and an assessment is given that provides individual student interpretive and descriptive reports that also include individual scores or other information on the attainment of student performance standards.</p>			Observation Checklist February 28, 2022
	<p>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.</p>		Superintendent Assistant Superintendent Alternative School Director Individualized Principal	Observation Checklist February 28, 2022

Please use additional sheets as needed.

Page 3 of 3

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617      Date CAP Approved by Local School Board: 12-16-21

**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 will be provided for the kitchen staff	Principal Maintenance Department  Nutrition Director	Repaired or replaced door closers  Training agenda, sign-in sheet, minutes  Posted certificate	February 28, 2022  Observation checklist  Safety checklist  Repaired or replaced fencing/gates

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated SD      District Number: 0617      Date CAP Approved by Local School Board: 12-16-21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
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	February 28, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolívar Cosolidated School District      District Number: 0617      Date CAP Approved by Local School Board: 12-16-21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
I.T. Montgomery (Continue) Library/Fifth and Sixth Grade Halls  Sticking exit door outside library.  Power strip plugged into a power strip in library and in rooms 26, 27, and 28.  Inoperable water fountain.	The North Bolívar Consolidated School District will repair or replace sticking doors.  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.  The district will repair/replace library water fountain.	Maintenance Department  Principal Maintenance Department  Maintenance Department	Repaired or replaced door closers  Safety checklist  Repaired/replaced water fountain	February 28, 2022

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated School District      District Number: 0617      Date CAP Approved by Local School Board: 12-16-21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
K, 1st, and 2nd Grade Hall/Gym  Sticking panic hardware on exit doors.  Inoperable emergency light on the south end of main hall. Inoperable lights in rooms 13, 15, and 6 restrooms.	The district will repair or replace all sticking doors.  The district will replace batteries in exit signs as needed as well as replace all inoperable lights.	Maintenance Department  Maintenance Department	Repaired/replaced doors  Operable lights	February 28, 2022
Power strips plugged into power strips in Rooms 11, 18, 19, and 22.	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	
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	The district will address drainage problem and reinstall a sufficient amount of fall materials	Maintenance Department	Sufficient fall materials	

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated School District      District Number: 0617      Date CAP Approved by Local School Board: 12-16-21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
(draining issues).  (Central Office) John F. Kennedy	surfacing materials on playground.	Maintenance Department	Repaired drainage	February 28, 2022
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	
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	Operable emergency lights  Covered electrical outlets	

Please use additional sheets as needed.

## Corrective Action Plan

District Name: North Bolivar Consolidated School District      District Number: 0617      Date CAP Approved by Local School Board: 12-16-21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Northside High School  Interior Missing ceiling tile in the restroom Missing drain covers Missing breaker box cover Expired portable fire extinguisher Gymnasium Emergency light inoperable Missing light switch plate Peeling paint on the locker room floors Missing lavatory Inoperable urinal Dirty locker rooms Paint in sink Additional portable fire extinguisher needed on the playing surface Classrooms Labeled egress windows Inoperable lights Power strips misuse Missing door closers Unprotected electrical outlets  Safety training needed for cafeteria workers	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: -missing ceiling tiles -drainage covers -breaker box covers -inoperable lights -light switch plates -peeling paint -inoperable urinals and lavatory -fire extinguishers  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.  The district will provide safety training for cafeteria workers.	Maintenance Department	Repaired or replaced items Operable lights, urinals, and fire extinguishers Replaced drain and breaker box covers Clean, sanitized locker rooms  Food Service Director	February 28, 2022  Training agenda, sign-in sheet, minutes

Please use additional sheets as needed.

**OFFICE OF CHIEF ACCOUNTABILITY OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**February 17, 2022**

**OFFICE OF ACCREDITATION**

L. 08. Corrective Action Plan for Wayne 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*, 2021, 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 Wayne County School District was assigned a PROBATION status by the Commission on School Accreditation on October 19, 2021. 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 Wayne 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 Standards 4 and 4.1 – Annual Financial Audit: Fixed Asset System
- Process Standards 4 and 4.2 – Annual Financial Audit: No Less Than Zero Fund Balance
- Process Standards 4 and 4.6 – Annual Financial Audit: Compiling and Reporting Financial Data
- Process Standards 4 and 4.7 – Annual Financial Audit: 7% District Maintenance Fund Balance

Recommendation: Approval

Back-up material attached.

## Corrective Action Plan

District Name: Wayne County School District

District Number: 7700 Date CAP Approved by Local School Board: 12/20/21

**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
Findings from an investigative audit determined the superintendent does not provide effective educational leadership in key areas including management of district personnel, effective implementation of policies, and the development of board and community relationships.	The School Board appointed a new superintendent that assumed the position effective January 1, 2020. The School Board conducted a work session with MSBA to review the management responsibilities of the superintendent.	Superintendent	Yearly evaluation by the school board	Monthly updates with evaluation to be completed January 2022.

Please use additional sheets as needed.

Page 1 of 1

## Corrective Action Plan

District Name: \_\_\_\_\_ Wayne County School District

District Number: \_\_\_\_\_ 7700 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/20/21

**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
Based on findings from an investigative audit conducted August 29, 2019-December 10, 2019, it was determined that local board policies do not serve as the basis of operation for the District.	The School Board appointed a new superintendent that assumed the position effective January 1, 2020. The School Board conducted a work session with MSBA to review the management responsibilities of the superintendent and the board. The board also hired MSBA to review all policies to ensure that all were up to date. The board is committed to following board policies. Internal audit teams have been established to ensure board policy is being followed and evaluated.  Training held January 6, 2020	Superintendent School Board Internal Audit Team	Board minutes	Immediately and ongoing

## Corrective Action Plan

District Name: \_\_\_\_\_ District Number: 7700 Date CAP Approved by Local School Board: 1/2/2021

**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
Findings from an audit determined the school board has failed to effectively perform its duties in its role of oversight of management of the District as prescribed by law. The school board failed to operate the District in accordance with current Board policies. The Board failed to ensure that it has provided proper governance and leadership to the District.	The School Board appointed a new superintendent that assumed the position effective January 1, 2020. The School Board conducted a work session with MSBA to review the management responsibilities of the superintendent and responsibilities of the school board. This board is committed to following board policy. The school board attends MSBA policy conferences to stay abreast of all new and changing policies, training sessions. January 6, 2020: Training for superintendent and board	Superintendent School Board	Board Minutes	Immediately and ongoing

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Wayne County School District

District Number: 7700 Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
	January 17-18, 2020--Training for new board member and superintendent MSBA Basic Course  February 17-19, 2020 MSBA Annual Conference  September 14-15, 2020, MSBA Fall Policy Conference  April 26-27, 2021 MSBA Legislative Updates  July 18-20, 2021 MSBA Southern Region Leadership Conference  September 20-21, 2021 MSBA Fall Policy Conference  November 15-16, 2021 Fall Leadership Conference			

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Wayne County School District

District Number: \_\_\_\_\_ 7700 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/20/21

**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.

Page 1 of 17

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
4.1--reported as an accreditation violation for FYs 2014-2020.	<p>The district failed to capitalize all construction cost including architect, engineering and consultant fees. (Based on FY 2014, 2015 and 2016 audits)</p> <p>The following items were noted while testing capital assets during the FY 2017 and 2018 audit:</p>	<p>The district has hired a fixed asset coordinator to track fixed assets. The fixed asset coordinator has attended training on fixed assets and visited other districts to gain a clear understanding for maintaining proper records of fixed assets.</p>	<p>Business Manager Fixed Asset Coordinator</p>	<p>Fiscal Audits</p> <p>Completed with ongoing training as offered.</p> <p>Business Manager Fixed Asset Coordinator</p> <p>Annual Fixed Asset Audits</p> <p>Completed at the beginning and ending of each school year with spot audits completed at the mid year point.</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: \_\_\_\_\_ Wayne County School District

District Number: \_\_\_\_\_ 7700 Date CAP Approved by Local School Board: \_\_\_\_\_ 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria Implementation Timeline
<p>disposals to be overstated. 3. Out of a sample of 16 assets pulled, four did not have asset tags, one could not be identified and one asset could not be found at the time of inspection. Also, the proper transfer paperwork was not completed for an asset moved to another location.</p> <p>The following items were noted while testing capital assets during the FY 2018 audit:</p> <ol style="list-style-type: none"> <li>Assets were not properly recorded on the books. Assets were not categorized by threshold property. Therefore, asset balances did not agree with the support given by the district. Adjustments were made that were approved by the district to tie the ending asset balances to the support provided. 2. During the test of disposals we noted that the disposal forms were not completed although disposals were approved by the board.</li> </ol>	<p>The district will 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 approve and each asset should be tagged with the number assigned by the software.</p>	<p>Business Manager Fixed Asset Coordinator</p> <p>Monthly Fixed Asset Reports</p> <p>Immediately and Ongoing</p>	

Please use additional sheets as needed.

Page 3 of 17

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700

Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Also, disposals were approved in the prior year but were not removed from the books until the current year causing disposals to be overstated. 3. Capital assets are not begin reconciled monthly to the ledger.	The following items were noted while testing capital assets during the FY 2019 audit:	Business Manager Fixed Assets Coordinator	Monthly Fixed Assets Report	Immediately and Ongoing
While testing capital assets, it was noted that the capital assets are not being reconciled monthly to the general ledger and resulted in the district misstating the capital asset balances at year end. As a result, proposed adjustments were made during the audit and accepted by the district to properly present the capital asset balances.	Based on FY 20 Audit:	Business Manager Fixed Assets Coordinator	Monthly Fixed Assets Report	Immediately and Ongoing
While testing capital assets, it was noted that the capital assets are not being reconciled monthly to the general ledger and resulted in the district misstating the				Page 4 of 17

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700

Date CAP Approved by Local School Board: 12/20/21      Date CAP Approved by Local School Board: \_\_\_\_\_

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria Implementation Timeline
<p>capital asset balances at year end. As a result, proposed adjustments were made during the audit and accepted by the district to properly present the capital asset balances.</p> <p>4.2--reported as an accreditation violation for FYs 2015-2020</p>	<p>current month additions and board approved disposals of equipment. The district should also require an annual inventory of all capital assets within the district. The proper transfer 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.</p> <p>The district hired a new business manager in August of 2019 and appointed a new superintendent in January of 2020.</p>	<p>Superintendent Business Manager School Board</p>	<p>Monthly Budget Reports Year end audit</p>

Please use additional sheets as needed.

Page 5 of 17

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700      Date CAP Approved by Local School Board: \_\_\_\_\_

12/20/21      Date CAP Approved by Local School Board: \_\_\_\_\_

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Based on the findings from FY 17, the audit indicates budgetary controls were not in place to prevent the district from expending funds in excess of its available resources during the fiscal year. From the General Fund a deficit fund balance of \$14,074,915 was reported in the audit for fiscal year ending June 30, 2017. The districts cash and cash equivalent balance in the General fund is also a deficit balance of \$7,513,374.</p>	<p>The district shall implement policies and procedures to ensure compliance with Section 37-61-19, MISS. Code Ann. (1972), which requires the districts expenditures during the school year to not exceed resources available.</p>	<p>Superintendent Business Manager School Board</p>	<p>Monthly Budget Reports Year end audit</p>	<p>Immediately and ongoing</p>
<p>Based on the findings from FY 18 financial audit, budgetary controls were not in place to prevent the district from expending funds in excess of its available resources during the fiscal year. For the General Fund a deficit balance of \$29,872,629 was reported in the audit for the fiscal year ended June 30, 2018. The districts cash and cash equivalent balance in the General fund is also a deficit balance of \$14,039,920.</p>	<p>The district shall implement policies and procedures to ensure compliance with Section 37-61-19, MISS. Code Ann. (1972), which requires the districts expenditures during the school year to not exceed resources available.</p>	<p>Superintendent Business Manager School Board</p>	<p>Monthly Budget Reports Year end audit</p>	<p>Immediately and ongoing</p>

Please use additional sheets as needed.

Page 6 of 17

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Based on the findings from FY19 financial audit, budgetary controls were not in place to prevent the district from expending funds in excess of its available resources during the fiscal year. For the General Fund, a deficit fund balance of \$30,089,833 was reported in the audit for the fiscal year ended June 30, 2019. The districts cash and cash equivalent balance in the General fund is also a deficit balance of \$20,948.551.</p>	<p>The district shall implement policies and procedures to ensure compliance with Section 37-61-19, MISS. Code Ann. (1972), which requires the districts expenditures during the school year to not exceed resources available.</p>	<p>Superintendent Business Manager School Board</p>	<p>Monthly Budget Reports Year end audit</p>	<p>Immediately and ongoing</p>
<p>Based on the findings from FY20 financial audit, budgetary controls were not in place to prevent the district from expending funds in excess of its available resources during the fiscal year. The General Fund had a deficit fund balance of \$4,018,785 was reported in the audit for the fiscal year ending June 30, 2020.</p>	<p>The district shall implement policies and procedures to ensure compliance with Section 37-61-19, MISS. Code Ann. (1972), which requires the districts expenditures during the school year to not exceed resources available.</p>	<p>Superintendent Business Manager School Board</p>	<p>Monthly Budget Reports Year end audit</p>	<p>Immediately and ongoing</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Wayne County School District

District Number: 7700 Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Standard 4.4--Reported as an accreditation violation for FYS 2016-2020.	The district lacks internal control procedures to ensure that proper documentation was maintained. It resulted in a qualification of opinion on the General Fund, School Food Service Fund, Sixteenth Section Principal Fund, and Aggregate Remaining Fund Information.	Superintendent School Board Business Manager	Monthly and yearly financial records	Immediately and ongoing
Based on audit for Fiscal Year 2016	The School Board should implement appropriate control procedures to ensure that interfund loans are properly documented.	Superintendent School Board Business Manager	Monthly and yearly financial records	Immediately and ongoing
Based on audit for Fiscal Year 2017	The CPA firm issued modified audit opinions as follows: Governmental Activities: Qualified General Fund: Adverse Food Service Fund: Qualified Sixteenth Section Principal Fund: Adverse Aggregate Remaining Fund Information: Qualified	Superintendent School Board Business Manager	Monthly and yearly financial records	Immediately and ongoing

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Based on the Fiscal Year 2018 audit.</p> <p>The auditor issued modified audit opinions as follows:</p> <p>Governmental: Qualified General Fund: Adverse Sixteenth Section Principal Fund: Adverse Aggregate Remaining Fund Information: Qualified</p>	<p>District is working to correct deficiencies in the accounting system. Establishing stronger internal controls. Reviewing all accounting and administrative procedures. Updating all policy and procedure manuals and making sure all transactions are properly recorded and coded correctly.</p>	<p>Superintendent School Board Business Manager</p>	<p>Monthly and yearly financial records</p>	<p>Immediately and ongoing</p>
<p>Based on the Fiscal Year 2019 audit.</p> <p>The auditor issued modified audit opinions as follows:</p> <p>Governmental: Qualified General Fund: Adverse Sixteenth Section Principal Fund: Adverse Aggregate Remaining Fund Information: Qualified</p>	<p>District is working to correct deficiencies in the accounting system. Establishing stronger internal controls. Reviewing all accounting and administrative procedures. Updating all policy and procedure manuals and making sure all transactions are properly recorded and coded correctly.</p>	<p>Superintendent School Board Business Manager</p>	<p>Monthly and yearly financial records</p>	<p>Immediately and ongoing</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Based on the Fiscal Year 2020 audit.</p> <p>The auditor issued modified audit opinions as follows:</p> <p>Governmental: Qualified</p> <p>General Fund: Qualified</p> <p>Sixteenth Section Principal Fund: Qualified</p> <p>Qualified</p>	<p>District is working to correct deficiencies in the accounting system. Establishing stronger internal controls. Reviewing all accounting and administrative procedures. Updating all policy and procedure manuals and making sure all transactions are properly recorded and coded correctly.</p>	<p>Superintendent School Board Business Manager</p>	<p>Superintendent School Board Business Manager</p>	<p>Immediately and ongoing</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Wayne County School District

District Number: 7700

Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Based on Fiscal Year 2018 Audit: During the test of budgetary compliance, the auditor found that the district was not able to furnish a copy of the original budget to the board for approval and did not provide a final amended budget in a timely manner. Per finding #2018-005, bank reconciliations and investment statements were not properly reconciled which resulted in the district missstating the year end investment balances and showing unsupported amounts on the district bank reconciliation. Per Finding #2018-007, accounts receivables, accounts payable, and accrued liabilities	The district should comply with Section 37-61-19, Miss. Code Ann. (1972), which requires the districts expenditures during the school year to not exceed resources available.  The district should establish procedures that are followed by management to ensure the bank statements are accurately reconciled to the general ledger and any differences are investigated and recorded on the general ledger to properly reflect transactions. The district should also implement procedures which would enable them to accurately and timely evaluate the balances of each investment account.	Superintendent School Board Business Manager	Monthly and Yearly Financial Statements	Immediately and ongoing
	The district should strengthen controls over reconciliations of liability accounts and other accruals within the financial statements to ensure that the financial statements are properly stated.	Superintendent School Board Business Manager	Monthly and Yearly Financial Statements	Immediately and ongoing
	The district should strengthen controls over reconciliations of transfer and due to/from transactions within the financial statements to ensure that the financial statements are properly stated.	Superintendent School Board Business Manager	Monthly and Yearly Financial Statements	Immediately and ongoing

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Wayne County School District

District Number: 7700

Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Based on the Fiscal Year 2019 audit.</p> <p>Per finding #2019-004, transfers and due to/from between funds were not properly reconciled and presented on the financial statements.</p> <p>Per finding #2019-005, bank reconciliations and investment statements were not properly reconciled which resulted in the district misstating the year end investment balances and showing unsupported amounts on the district maintenance bank reconciliation.</p>	<p>The district should establish procedures that are followed by management to ensure the bank statements are accurately reconciled to the general ledger and any differences are investigated and recorded on the general ledger to properly reflect transactions. The district should also implement procedures which would enable them to accurately and timely evaluate the balances of each investment account.</p>	<p>Superintendent Business Manager</p>	<p>Monthly and Yearly Financial Records</p>	<p>Immediately and Ongoing</p>
<p>Per finding #2019-007, accounts receivables, accounts payable, and accrued liabilities were not properly reported on the district's financial statements.</p> <p>Based on Fiscal Year 2020 audit.</p> <p>Per finding #2020-002, the following items related to reconciliations were noted:</p>	<p>The district should strengthen controls over reconciliations of liability accounts and other accruals within the financial statements to ensure that the financial statements are properly stated.</p>	<p>Superintendent Business Manager</p>	<p>Monthly and Yearly Financial Records</p>	<p>Immediately and Ongoing</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700      Date CAP Approved by Local School Board: \_\_\_\_\_

District Name: \_\_\_\_\_      District Number: 7700      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>1. It was identified that not all transactions were recorded for the 16th section bank accounts, forestry escrow account, and 16th section principal account and the general ledger balance did not agree to the cash balance at year end.</p> <p>2. Investment statements were not reconciled to identify the fair value amounts, and to make the proper adjustments to the financial and resulted in the misstatement of the year end investment balances. Proposed adjustments were made during the audit to correct the misstatements noted.</p>	<p>The district should establish procedures that are followed by management to ensure the bank statements are accurately reconciled to the general ledger and any differences are investigated and recorded on the general ledger to properly reflect transactions. The district should also implement procedures which would enable them to accurately and timely evaluate the balances of each investment account.</p>	Superintendent Business Manager	Monthly and Yearly Financial Records	Immediately and Ongoing
	<p>Per finding #2020-004, during the audit, it could not be determined that the resulting ending balances for the 16th section principal fund and the general fund were fairly stated. It was noted in the audit the district was able to support a portion of the adjustment to the fund balances but estimates were also used to determine the adjustment amount.</p>	Superintendent Business Manager	Monthly and Yearly Financial Records	Immediately and Ongoing

Please use additional sheets as needed.

Page 13 of 17

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>Per finding #2020-005, during the testing of revenue receipts, it was noted that 3 out of a sample of 20 were not properly documented and the district could not provide a copy of the receipt showing the date the revenue was received.</p> <p>Standard 4.7-reported as an accreditation violation for FYs 2017-2020.</p> <p>Based on Fiscal Year 2017 audit.</p>	<p>The district should implement stronger internal controls to ensure that all revenues are properly recorded through receiving, recording the deposit, recording to the general ledger, and timely bank reconciliations.</p>	<p>Superintendent School Board Business Manager</p>	<p>Monthly and Yearly Financial Reports</p>	<p>Immediately and ongoing</p>
	<p>Budgetary controls were not in place to prevent the district from expending funds in excess of its available resources during the fiscal year. For the General Fund a deficit fund balance of \$14,074,915 was reported in the audit for the fiscal year ended June 30, 2017. The districts cash and cash equivalent balance in the General Fund is also a deficit balance of \$7,513,374.</p>	<p>Superintendent School Board Business Manager</p>	<p>Monthly and Yearly Financial Reports</p>	<p>Immediately and ongoing</p>

Please use additional sheets as needed.

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Based on the Fiscal Year 2018 audit.  Per note 15, the District Maintenance Fund, included in the General Fund for financial reporting purposes, has a deficit fund balance in the amount of \$29,872,619 due to the sixteenth section principal loan balance in the amount of \$6,496,919 and the adjustment of cash back to the 16th section principal fund.	The districts restoration plan is to minimize the use of sixteenth section principal loans going forward, while paying off the current loans as soon as possible. The district will utilize other debt options for larger expenditures in future years.  The deficit fund balance of the District Maintenance Fund is in violation of Section 37-61-19, Miss. Code Ann. (1972), which imposes personal liability on any school official who knowingly enters into any contract, incurs any liability, or makes any expenditure in excess of the resources available for the fiscal year under certain circumstances.	Superintendent School Board Business Manager	Monthly Financial Reports	Immediate and ongoing

Please use additional sheets as needed.

Page 15 of 17

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
Based on Fiscal Year 2019 audit.  Per note 15, the District Maintenance Fund, included in the General Fund for financial reporting purposes, has a deficit fund balance in the amount of \$30,089,833 due to the sixteenth section principal loan balance in the amount of \$6,756,796 and the adjustment of cash back to the 16th section principal fund. The deficit fund balance of the District Maintenance Fund is in violation of Section 37-61-19, Miss. Code Ann. (1972), which imposes personal liability on any school official who knowingly	The districts restoration plan is to minimize the use of sixteenth section principal loans going forward, while paying off the current loans as soon as possible. The district will utilize other debt options for larger expenditures in future years.	Superintendent School Board Business Manager	Monthly Financial Reports	Immediate and ongoing

Please use additional sheets as needed.

Page 16 of 17

## Corrective Action Plan

District Name: Wayne County School District      District Number: 7700      Date CAP Approved by Local School Board: 12/20/21

Findings	Strategies/Plan for Correction	Person(s) Responsible	Evaluation Criteria	Implementation Timeline
<p>enters into any contract, incurs any liability, or makes any expenditure in excess of the resources available for the fiscal year under certain circumstances.</p> <p>Based on Fiscal Year 2020 audit.</p>	<p>The district should comply with Section 37-61-19, Miss. Code Ann. (1972) which requires the districts expenditures during the school year to not exceed resources available.</p> <p>Per finding #2020-001, for the General Fund a deficit fund balance of \$4,018,785 was reported in the audit for the fiscal year ended June 30, 2020. As referenced in note 15 of the disclosures, the District Maintenance Fund, included in the General Fund for financial reporting purpose, has a deficit fund balance in the amount of \$4,018,785 due to the sixteenth section principal loan balance in the amount of \$3,814,296.</p>	<p>Superintendent School Board Business Manager</p>	<p>Monthly Financial Reports</p>	<p>Immediate and ongoing</p>

Please use additional sheets as needed.

**OFFICE OF CHIEF ACCOUNTABILITY OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**February 17, 2022**

**OFFICE OF ACCREDITATION**

L. 09. Corrective Action Plan for Wilkinson 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, 2021*, 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 Wilkinson County School District was assigned a PROBATION status by the Commission on School Accreditation on October 19, 2021. 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 Wilkinson 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.

Recommendation: Approval

Back-up material attached

## Corrective Action Plan

District Name: Wilkinson County School District      District Number: 7900      Date CAP Approved by Local School Board: 11/10/21

Standard 2.2: With the exception of academic core subjects, the professional staff in each school is comprised of no more than 5% of Full Time Equivalent (FTE) units working outside the area or areas of endorsement. Assistant principals and administrative interns who are not properly endorsed may be included in the 5% FTE working outside their area of endorsement, provided that they do not act in the place of the principal. An appropriate license is required for superintendents, principals, librarians, and guidance counselors.

**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
The District has a teacher that is teaching an academic core subject without the proper endorsement.	The Wilkinson County School District has incorporated a teaching and learning coordinator that is responsible for educators being properly licensed and endorsed in the respective content areas.	Teaching/Learning Coordinator	Quarterly licensure updates	Ongoing

Please use additional sheets as needed.

Page 1 of 1