

**Mississippi Board of Education - Policy Review  
Office of Curriculum and Instruction - January 2012**

<b>Board Item Number</b>	<b>Descriptor (Title)</b>	<b>Policy #</b>	<b>Issue</b>	<b>Resolution from Office</b>	<b>APA Process</b>
11A	Class Size	2100	Policy references old accreditation levels.	Revise policy language to reflect current accountability standards.	Yes
11B	Curriculum Guides	2901	Incorrect policy title and no clear language about revision timeline.	Correct policy title and revise policy language to reflect revision timeframe.	Yes
11C	Approved Courses for the Secondary Schools	2902	Outdated language.	Remove reference to Bulletin 171 and remove language that references approval by the State Board. Add language about deletions, additions, and modifications.	Yes
11D	Early Learning Guidelines for Four Year Old Children	2904	Policy only addresses guidelines for four year old children.	Revise policy to address guidelines and standards for three year old children and four year old children.	Yes
11E	Gifted	3700	Policy does not include the gifted standards document.	Revise policy language to include the gifted standards document.	Yes
11F	Kindergarten	4400	Incorrect policy title and language.	Correct policy title and revise language to reflect statute and timeframe for revisions.	Yes
11G	Assistant Teacher Program	1703	Duplicate of policy 6301.	Remove.	Yes
11H	Kindergarten Classrooms	6006	Duplicate of policy 4400.	Remove.	Yes
11I	Reading Improvement Program	6300	No Board Policy needed; MS Code Section 37-13-10 will be followed.	Remove.	Yes

**OFFICE OF INSTRUCTIONAL ENHANCEMENT & INTERNAL OPERATIONS**  
**Summary of State Board of Education Agenda Items**  
**January 19-20, 2012**

**OFFICE OF CURRICULUM AND INSTRUCTION**

11. Approval of revision/removal of the following State Board Policies
- A. Approval to revise State Board Policy 2100 – Class Size  
(Has cleared the Administrative Procedures Act process with no public comments)
  - B. Approval to revise State Board Policy 2901 – Curriculum Guides  
(Has cleared the Administrative Procedures Act process with no public comments)
  - C. Approval to revise State Board Policy 2902 – Approved Courses for the Secondary Schools  
(Has cleared the Administrative Procedures Act process with no public comments)
  - D. Approval to revise State Board Policy 2904 – Early Learning Guidelines for Four Year Old Children  
(Has cleared the Administrative Procedures Act process with no public comments)
  - E. Approval to revise State Board Policy 3700 – Gifted  
(Has cleared the Administrative Procedures Act process with no public comments)
  - F. Approval to revise State Board Policy 4400 – Kindergarten  
(Has cleared the Administrative Procedures Act process with no public comments)
  - G. Approval to remove State Board Policy 1703 – Assistant Teacher Program  
(Has cleared the Administrative Procedures Act process with no public comments)
  - H. Approval to remove State Board Policy 6006 – Kindergarten Classrooms  
(Has cleared the Administrative Procedures Act process with no public comments)
  - I. Approval to remove State Board Policy 6300 – Reading Improvement Program  
(Has cleared the Administrative Procedures Act process with no public comments)

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**OFFICE OF CURRICULUM AND INSTRUCTION**

- 11A. Approval to revise State Board Policy 2100 – Class Size  
(Has cleared the Administrative Procedures Act process with no public comments)

**Executive Summary**

Current policy references the old accreditation levels. Revision to the policy reflects the language in the revised accreditation standards.

Recommendation: Approval

Back-up material attached



# Mississippi Department of Education

DESCRIPTOR TERM: <b>Class Size</b>	CODE <b>2100</b>
ADOPTION DATE: <b>May 18, 1990</b>	REVISION: <b>January 20, 2012</b>

## STATE BOARD POLICY

When the personnel report from each district is submitted to the Mississippi Department of Education the following procedure will be implemented:

1. If the enrollment in any class in grades 1-4 is greater than 27 and/or the number of students taught by any individual teacher exceeds 150, MDE staff will notify the district in writing and request an explanation as to the reasons for the overage.
2. The district shall submit documentation that the situation has been corrected or request an exemption. The request for exemption will describe the situation and provide justification as to why the exemption should be approved. This request should include at a minimum:
  - ③ the number of classes in that school that serve the same grade,
  - ③ whether there is a school reasonably close by to which the children over the maximum could be transferred,
  - ③ a clear description of why an additional class cannot be added to alleviate the overload, and
  - ③ other emergency, hardship, or special situations which justify an exemption.
3. The Mississippi Department of Education staff (Exemptions Committee) will review the request for exemption and make a recommendation to the State Board.
4. The State Board shall disapprove or approve exemption requests.
5. A school district may appeal the denial of an exemption by submitting a request within fourteen (14) days of receipt of notification to the State Board.
6. The State Board's decision on an appeal is final.

If a school district violates the provisions of Mississippi Code 37-151-77, the state aid for the ensuing fiscal year to such school district shall be reduced by the percentage variance that the actual pupil-teacher ratios in such school district has to the required pupil-teacher ratios mandated in this section. Any district meeting the highest levels of performance, as defined in the *Mississippi Public School Accountability Standards*, are exempt from the maximum pupil teacher ratio in Grades 1, 2, 3, and 4.

Statutory Reference: MS Code 37-151-77

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**OFFICE OF CURRICULUM AND INSTRUCTION**

- 11B. Approval to revise State Board Policy 2901 – Curriculum Guides  
(Has cleared the Administrative Procedures Act process with no public comments)

**Executive Summary**

State Board Policy 2901 – Curriculum Guides was adopted in October of 1997. This policy established guidelines for updating the curriculum frameworks. The following revisions are proposed:

- Revise the name of the policy.
- Remove language that references a schedule for revision. Frameworks may be updated every five to seven years based on revisions to national standards.
- Remove the web links.

Recommendation: Approval

Back-up material attached



# Mississippi Department of Education

DESCRIPTOR TERM: <b>Curriculum Frameworks</b>	CODE: <b>2901</b>
ADOPTION DATE: <b>October 24, 1997</b>	REVISION: <b>January 20, 2012</b>

## STATE BOARD POLICY

The Mississippi Department of Education will provide curriculum frameworks to set forth expectations of students by specifying course titles and content. Frameworks may be updated every five to seven years based on revisions to national standards. As subject areas are revised and approved by the State Board of Education, the modifications will be disseminated to the appropriate individuals in the educational community. An up-to-date copy of each framework shall be kept on file at the Mississippi Department of Education.

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**OFFICE OF CURRICULUM AND INSTRUCTION**

- 11C. Approval to revise State Board Policy 2902 – Approved Courses for the Secondary Schools  
(Has cleared the Administrative Procedures Act process with no public comments)

**Executive Summary**

State Board Policy 2902 – Approved Courses for the Secondary Schools was adopted in January of 1999. This policy established guidelines for providing approved courses that can be offered in the Mississippi Secondary Schools. The following revisions are proposed:

- Remove language that references Bulletin 171. This document no longer exists.
- Remove language that references approval by the State Board of Education. The list is updated each year to reflect the revisions to the curriculum frameworks that have been approved by the State Board of Education.

Recommendation: Approval

Back-up material attached



# Mississippi Department of Education

DESCRIPTOR TERM: <b>Approved Courses for the Secondary Schools</b>	CODE: <b>2902</b>
ADOPTION DATE: <b>January 15, 1999</b>	REVISION: <b>January 20, 2012</b>

## STATE BOARD POLICY

The Mississippi Department of Education will provide a list of the Approved Courses for the Secondary Schools of Mississippi to each school district. This list contains all approved courses that can be offered in the Mississippi secondary schools. The list will be updated each year to reflect revisions to the curriculum frameworks approved by the State Board of Education. Additions, deletions, and modifications to the course listing will be disseminated to the appropriate individuals in the educational community.

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**OFFICE OF CURRICULUM AND INSTRUCTION**

- 11D. Approval to revise State Board Policy 2904 – Early Learning Guidelines for Four Year Old Children  
(Has cleared the Administrative Procedures Act process with no public comments)

**Executive Summary**

State Board Policy 2904 – Early Learning Guidelines for Four Year Old Children was adopted in January 1999 and revised in March 2007. This policy referenced guidelines for Mississippi programs serving four year old children. The following revisions are proposed:

- Revise the name of the policy to reflect guidelines and standards for three year old children and four year old children.
- Remove the web links.

Recommendation: Approval

Back-up material attached



# Mississippi Department of Education

DESCRIPTOR TERM: <b>Early Learning Standards and Guidelines for Three Year Old Children and Early Learning Standards and Guidelines for Four Year Old Children</b>	CODE: <b>2904</b>
ADOPTION DATE: <b>January 15, 1999</b>	REVISION: <b>January 20, 2012</b>

## STATE BOARD POLICY

**The Mississippi Department of Education will provide standards and guidelines for Mississippi schools serving three year old children and four year old children. The standards and guidelines may be updated every five to seven years based on revisions to national standards. As the documents are revised and approved by the State Board of Education, the modifications will be disseminated to the appropriate individuals in the educational community. An up-to-date copy of the standards and guidelines shall be kept on file at the Mississippi Department of Education.**

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**OFFICE OF CURRICULUM AND INSTRUCTION**

- 11E. Approval to revise State Board Policy 3700 – Gifted  
(Has cleared the Administrative Procedures Act process with no public comments)

**Executive Summary**

State Board Policy 3700 – Gifted was adopted in May of 1990 and revised in July of 1994. The policy established guidelines for the operation of gifted programs in Mississippi schools. The following revisions are proposed:

- Revise the policy to include the *Standards for the Gifted Education Programs in Mississippi*.
- Revise the name of the regulations to reflect the name of the document.

Recommendation: Approval

Back-up material attached



# Mississippi Department of Education

DESCRIPTOR TERM: <b>Gifted</b>	CODE: <b>3700</b>
ADOPTION DATE: <b>May 8, 1990</b>	REVISION: <b>January 20, 2012</b>

## STATE BOARD POLICY

The operation of the gifted program is governed by the *Regulations for Gifted Education Programs in Mississippi* and the *Standards for the Gifted Education Programs in Mississippi*. An up-to-date copy of these documents shall be kept on file at the Mississippi Department of Education. Upon approval of amendments to the documents by the State Board of Education, staff will disseminate to the appropriate personnel in the education community.

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**OFFICE OF CURRICULUM AND INSTRUCTION**

- 11F. Approval to revise State Board Policy 4400 – Kindergarten  
(Has cleared the Administrative Procedures Act process with no public comments)

**Executive Summary**

State Board Policy 4400 – Kindergarten was adopted in April of 1986 and revised in October 1997. This policy established guidelines for the operation of kindergarten programs in Mississippi schools. The following revisions are proposed:

- Revise the policy to reference the correct name of the document.
- Remove language that references a schedule for revision. The guidelines may be updated periodically based on changes to national standards.

Recommendation: Approval

Back-up material attached



# Mississippi Department of Education

DESCRIPTOR TERM: <b>Kindergarten Guidelines</b>	CODE: <b>4400</b>
ADOPTION DATE: <b>April 18, 1986</b>	REVISION: <b>January 20, 2012</b>

## STATE BOARD POLICY

The Mississippi Department of Education, subject to approval of the State Board of Education, will develop and disseminate Kindergarten Guidelines to provide direction to school districts in meeting the requirements of Mississippi Code 37-21-1 and standard 23 of the Mississippi Public School Accountability Standards. The *Mississippi Kindergarten Guidelines* may be updated periodically based on changes to national standards. As the guidelines are revised and approved by the State Board of Education, the modifications will be disseminated to the appropriate individuals in the education community. An up- to-date copy of these guidelines shall be kept on file at the Mississippi Department of Education.

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**OFFICE OF CURRICULUM AND INSTRUCTION**

- 11G. Approval to remove State Board Policy 1703 – Assistant Teacher Program  
(Has cleared the Administrative Procedures Act process with no public comments)

**Executive Summary**

State Board Policy 1703 – Assistant Teacher Program is identical to the language in State Board Policy 6301 – Assistant Teacher Program Regulations. Therefore, State Board Policy 1703 should be removed.

Recommendation: Approval

Back-up material attached



# Mississippi Department of Education

DESCRIPTOR TERM: <b>Assistant Teacher Program</b>	CODE: <b>1703</b>
ADOPTION DATE: <b>April 15, 1994</b>	REVISION:

## STATE BOARD POLICY

~~The Mississippi Reading Improvement Regulations are hereby entitled Mississippi Elementary School Assistant Teacher Program Regulations. These regulations shall be reviewed regularly, with needed changes being recommended to the State Board of Education for Approval. Upon approval, changes will be disseminated to the appropriate personnel in the education community. An up-to-date copy of this policy shall be kept on file in the Mississippi Department of Education.~~

**OFFICE OF INSTRUCTIONAL ENHANCEMENT & INTERNAL OPERATIONS**  
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**OFFICE OF CURRICULUM AND INSTRUCTION**

- 11H. Approval to remove State Board Policy 6006 – Kindergarten Classrooms  
(Has cleared the Administrative Procedures Act process with no public comments)

**Executive Summary**

State Board Policy 6006 – Kindergarten Classrooms references the same guidelines indicated in State Board Policy 4400 – Kindergarten. Therefore, State Board Policy 6006 should be removed.

Recommendation: Approval

Back-up material attached



# Mississippi Department of Education

DESCRIPTOR TERM: <b>Kindergarten Classrooms</b>	CODE: <b>6006</b>
ADOPTION DATE: <b>April 18, 1986</b>	REVISION <b>October 18, 1991</b>

## STATE BOARD POLICY

~~The revised classroom regulations for the Kindergarten program are outlined in the document, Mississippi Kindergarten Regulations, Fourth Edition, February 1998. For an updated copy, go to [http://www.mde.k12.ms.us/ACAD/ID/Curriculum/LAER/four\\_yr\\_guidelines.pdf](http://www.mde.k12.ms.us/ACAD/ID/Curriculum/LAER/four_yr_guidelines.pdf) (page 14).~~

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**OFFICE OF CURRICULUM AND INSTRUCTION**

- 11I. Approval to remove State Board Policy 6300 – Reading Improvement Program  
(Has cleared the Administrative Procedures Act process with no public comments)

**Executive Summary**

State Board Policy 6300 – No policy is required for this initiative. Current State Statute 37-13-10 will be followed. Therefore, State Board Policy 6300 should be removed.

Recommendation: Approval

Back-up material attached



# Mississippi Department of Education

DESCRIPTOR TERM: <b>Reading Improvement Program</b>	CODE: <b>6300</b>
ADOPTION DATE: <b>June 19, 1998</b>	REVISION:

## STATE BOARD POLICY

~~The goals of the Reading Improvement Initiative as approved by the Board in July 1997, shall be the goals of the Reading Sufficiency Program as mandated in MS Code Section § 37-13-10. The Board is committed to helping local school district personnel provide instructional programs for students that assist students in the acquisition of reading skills that are appropriate for the grade level in which they are enrolled.~~

~~The Mississippi Department of Education is authorized and directed to implement the requirements of MS Code Section § 37-13-10, including, but not limited to, the development of the required components for the district reading sufficiency plan and its evaluation, the pilot program for Level 1 districts, and the needed technical assistance.~~