

South Beauregard High School 2020/2021

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SBHS MISSION STATEMENT

Pursuing excellence through challenging goals, empowering attitudes, and worthwhile work

PHILOSOPHY

The goal of education at South Beauregard High School is to provide each student with the tools which will enable the student to know and develop his/her interests and abilities, to refine his/her personality and to relate these to his/her goals as a citizen in a democratic society. The school strives to instill within each young person a sense of worth by helping him/her to grow intellectually, physically, aesthetically, emotionally and morally.

While working in harmony with the home, church and other community agents in providing experiences for maximum growth and development of the individual, South Beauregard High School serves as a "center of learning". In this role, the school's program is dedicated to relating students, both academically and socially, to their present and future needs in an ever-changing society.

We believe the student should be recognized as a social being as well as an individual whose personal value creativity and self-discipline must be developed, who is unique and who should be encouraged to contribute in the continuing program of education. We strive to accomplish this by providing an extensive program, a broad and varied curriculum and a climate that is conducive to creative learning situations where the individual can explore and develop his/her abilities and talents under the auspices of a conscientious and well-trained staff.

PRINCIPAL'S MESSAGE

Welcome to the 2020-2021 school year. The faculty and staff are excited about the upcoming school year. Our handbook will serve a dual purpose. It includes vital information about such subjects as attendance, discipline, academic and athletic policies. In addition, this book will serve as an organizational tool for students as well as a communication tool for parents.

As always we need several sheets of information returned to ensure your child's safety and welfare while at school. Please return these sheets as soon as possible.

As you will read in our school philosophy, we are committed to working with you as students and parents, striving together to set challenging goals, to instill a worthwhile work ethic and empowering attitude.



2020-2021 SCHOOL CALENDAR

August 11	First Day of School
September 7	Labor Day Holiday
September 11	Progress Reports Issued
October 9	Fair Day Holiday
October 16	Report Cards Issued
November 4	Progress Reports Issued
November 11	Veterans' Day Holiday
November 23-27	Thanksgiving Holiday
December 21-January 3	Christmas Holiday
January 4	Staff Development
January 15	Report Cards Issued
January 15	Parent/Teacher Conferences
January 18	Martin Luther King Holiday
February 11	Progress Reports Issued
February 15-19	Mardi Gras/Spring Break Holiday
March 26	Report Cards Issued
March 29-April 5	Easter/Spring Break
April 23	Progress Reports Issued
May 12	Seniors Last Day
May 26	Last Day of School

SOUTH BEAUREGARD HIGH SCHOOL ALMA MATER

Here below the stately pine trees with their arms spread wide
Stands our loyal Alma Mater, stately is our guide
Truth and Knowledge, Wisdom, Honor how she leads us on!
Hail to thee our Alma Mater! Till her work is done.
Oh South Beauregard we love thee! All our hearts we give
Here we pledge our honor, loyalty, all our day to live.
Truth and Knowledge, Wisdom, Honor how she leads us on!
Hail to thee our alma mater! Till her work is done.

SOUTH BEAUREGARD HIGH MOTTO

"Learning Today, Leaders Tomorrow!"

SBHS PARTNERS IN EDUCATION

Acadian Ambulance
Beauregard Electric
Beauregard Health System
Pedestal Bank
SB Elite – Hali Navarre
South Beauregard Medical Center
Trunkline Gas – Longville
EXIT Real Estate Consultants – Wayne Hall
Dairy Barn – Vernon Yellot

STUDENT UNIFORM DRESS CODE GRADES 7-12

(Includes riding the bus to and from school) Uniforms may be purchased at any store but must follow this Beauregard Parish Student Uniform Dress Code.

Athletic bags are allowed if they are not carried from class to class and will be dropped off at a designated location before school starts and picked up at the end of the school day.

Clothing that has been altered by cutting, ripping, or fraying from the original state is not allowed. All clothing appropriately sized.

Administrators are authorized to use their discretion in determining extremes in styles of dress and grooming and what is appropriate and suitable for school wear.

Tops: Solid Deep Purple, Solid LSU Gold or Solid White

PLAIN SHIRTS AND BLOUSES

Brand names, emblems, or logos, showing outwardly, must be small and non-distracting.

Acceptable

Plain Polo Style

Collared, two or three-button knit

Plain Oxford Cloth or Plain Dress Shirt Style,

Collared, button-up

Plain Turtlenecks (traditional/mock)

School-Sponsored/School-Created Spirit Shirts

Not Acceptable

Baseball Jersey Style

Sleeveless Shirts or Blouses

Henley Shirts

V-Neck Pullover Shirts

Crew Necks

Hunting Style Shirts

Shirts and Blouses too short to remain tucked in

Any other style

Shirts and blouses shall be buttoned and long enough to remain tucked in at the waist.

Solid plain white or school uniform colored undershirt can be worn under acceptable uniform shirts.

COATS, JACKETS, VEST, SWEATERS, PULLOVERS

(With or Without Hoods)

Acceptable

All worn with acceptable shirt/blouse

Waist length to three quarter length

Must be long sleeved (not including vest)

Bottom must be banded or straight

Not Acceptable

Hunting Style Vests

Trench Coats, Dusters, etc.

Any other style

PANTS/TROUSERS/SKORTS, SKIRTS & JUMPERS: SOLID KHAKI / NAVY BLUE

No Parachute, Nylon or Stretch Materials such as Knit, Spandex, etc.

No Holes, Rips, Tears, Excessive Fading, Faux Tears or Jewels with acceptable pants/jeans.

Acceptable

Traditional Style

Plain or pleated front

Hemmed

Regular ankle length

Capri Pants

Cropped Pants

Blue Denim

Not Acceptable

Jeggings (Any color)

Overalls or Carpenter

Cargo or Wide Leg

Hip Huggers

Bell Bottoms/Flare Leg

Any other style

WALKING SHORTS, SKORTS, SKIRTS, & JUMPERS: SOLID KHAKI / NAVY BLUE

No Jean (Khaki or any other color), Parachute, Nylon or Stretch Materials such as Knit, Spandex, etc.

Brand names, emblems, or logos, showing outwardly, must be small and non-distracting.

Acceptable

Knee length or longer

Hemmed

Slits knee length or below

Not Acceptable

Overalls or Carpenter

Cargo or Wide leg

Slits above the knee

Cargo style pockets

Any other style

BELT COLORS: Black, Navy, Brown, Khaki, or White

Loops Require Belts (traditional style) at all Times

SOCKS/STOCKINGS/HOSE ARE OPTIONAL

Acceptable

SOCKS/IF WORN – No color restrictions

STOCKINGS/HOSE/LEGGINGS - Solid Navy, White, Black, or Sheer Skin Tone

SHOES - Appropriate footwear with backs or straps (no skate shoes)

Must be worn at all times during the school day

Shoes with laces shall be kept tied at all times.

GENERAL SCHOOL INFORMATION

BELL SCHEDULE

High School Bell Schedule:

Morning Bell	7:45 A.M.
1st Period	7:50 - 8:45
2nd Period	8:49 - 9:39
HS BREAK (JH Homeroom)	9:39 - 9:52
3rd Period	9:56 - 10:46
4th Period	10:46 - 11:40
HS LUNCH	11:40 - 12:10
5th Period	12:14 - 1:04
HS HOMEROOM (JH Break)	1:04 - 1:17
6th Period	1:21 - 2:11
7th Period	2:15 - 3:05

Jr. High Bell Schedule:

Morning Bell	7:45 A.M.
1st Period	7:50 - 8:45
2nd Period	8:49 - 9:39
JH HOMEROOM (HS Break)	9:39 - 9:52
3rd Period	9:56 - 10:46
JH LUNCH	10:46 - 11:16
4th Period	11:20-12:10
5th Period	12:14 - 1:04
JH BREAK (HS Homeroom)	1:04 - 1:17
6th Period	1:21 - 2:11
7th Period	2:15 - 3:05

TELEPHONE DIRECTORY

Main Number	(337) 725-3536
High School Office	ext 11100
Jr. High Office	ext 11109
Principal	ext 11101
Assistant Principal	ext 11102
Jr. High Admin Assist	ext 11104
High School Counselor	ext 11106
Jr. High Counselor	ext 11107
Bookkeeper	ext 11105
Secretary	ext 11108

EMERGENCY CHECK-OUT PROCEDURE

Students are not to leave campus during the school day unless the following **emergency check-out** procedures are followed:

- 1) Parents must come to the high school office to have a student checked out or request over the phone that the receptionist check the student out. Instructional time is very important. Absences will be calculated on a class basis. Please assist us by leaving school only in an emergency check-out situation.
- 2) The student must sign the check-out sheet in the high school office in the presence of office personnel.
- 3) The student must report to the absentee center with a note signed by the parent verifying the absence.
- 4) The check-out-slip the student received in the office is not acceptable for readmission to school. Teachers will NOT write excuses for students to leave campus.
- 5) ALL students (Junior High & High School) must check-out in the HIGH SCHOOL OFFICE.

PBIS

(Positive Behavior Interventions & Support)

The purpose of PBIS is to encourage students to display positive behavior. It is a reward based system of positive reinforcement rather than negative consequences. Gold Cards are issued to students displaying desired positive behaviors. Gold Cards may then be redeemed for a wide variety of rewards.

Well established school rules are taught to students at the beginning of the school year, and are reinforced throughout the year. A link to SBHS's PBIS expectations and school-wide rules is posted on the school website on Student Connections/PBIS.

SBHS PBIS Expectations

S – Strive for Excellence

B – Be Responsible

H – Have a Positive Attitude

S – Stay Safe

ABSENCES AND ATTENDANCE REQUIREMENTS

ATTENDANCE REGULATIONS

Students shall be expected to be in attendance every student-activity day scheduled.

In order to be eligible to receive grades, high school students shall be in attendance a minimum of 30,060 minutes (equivalent to 83.5 six hour school days), per semester or 60,120 minutes (equivalent to 167 six hour school days) a school year for schools not operating on a semester basis. To receive Carnegie credit for a course, the minimum amount of time students must be present shall be 7,515 instructional minutes per course.

PARENTAL CONTACT PROCEDURES

3rd Unexcused Absence and/or Tardy A letter will be mailed to the parent/guardian. Parents are required to return the signature portion of the letter to the school, and schedule a conference with the school's principal/designee to discuss attendance.

5th Absence (Combination of Excused/ Unexcused)

- The **School Reach** automated calling system will call the parent/guardian.

Additional letters or phone calls will be sent by schools as absences accumulate. The Supervisor of Child Welfare and Attendance, along with the District Attorney's Office, will monitor the attendance records of students throughout the school year and will take appropriate action as needed.

TYPES OF ABSENCES

The days absent for elementary and secondary school students shall include **non-exempted, excused; exempted, excused; unexcused absences and suspensions.**

Non-exempted, Excused Absences – absences incurred due to personal illness or serious illness in the family (documented by acceptable excuses, including a parental note) which are not considered for purposes of truancy, but which are considered when determining whether or not a student is eligible to make up work and tests, receive credit for work completed, and receive credit for a course and/or school year completed.

Exempted, Excused Absences—absences which are not considered for purposes of truancy and which are not considered when determining whether or not a student is eligible to make up work and tests, receive credit for work completed, and receive credit for a course and/or school year completed.

Unexcused Absence—any absence not meeting the requirements set forth in the excused absence and extenuating circumstances definitions, including but not limited to absences due to any job (including agriculture and domestic services, even in their own homes or for their own parents or tutors) unless it is part of an approved instructional program.

Suspension—a non-exempted absence in which the absence is not considered for purposes of truancy. Students absent from school as a result of any suspension shall be counted as absent.

EXTENUATING CIRCUMSTANCES

Exceptions to the attendance regulation shall be the enumerated extenuating circumstances below that are verified by the Supervisor of Child Welfare and Attendance or the school principal/designee where indicated. These exempted absences do not apply in determining whether a student meets the minimum minutes of instruction required to receive credit:

1. extended personal physical or emotional illness as verified by a physician or nurse practitioner licensed in the state;
2. extended hospital stay in which a student is absent as verified by a physician or dentist;
3. extended recuperation from an accident in which a student is absent as verified by a physician, dentist, or nurse practitioner licensed in the state;
4. extended contagious disease within a family in which a student is absent as verified by a physician or dentist licensed in the state; or

5. quarantine due to prolonged exposure to or direct contact with a person diagnosed with a contagious deadly disease, as ordered by state or local officials; or
6. observance of special and recognized holidays of the student's own faith;
7. visitation with a parent who is a member of the United States Armed Forces or the National Guard of a state and such parent has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting. Excused absences in this situation shall not exceed five school days per school year;
8. absences verified and approved by the school principal or designee as stated below:
 - a. prior school system-approved travel for education;
 - b. death in the immediate family (not to exceed one week); or
 - c. natural catastrophe and/or disaster.

For any other extenuating circumstances, the student's parents or legal guardian must make a formal appeal in accordance with the due process procedures established by the LEA.

EXCUSES / EXCUSED ABSENCES

For a student to be eligible to receive credit and make up work following an absence, the student shall be required in each instance to submit parental confirmation of the reasons for the absence. If a student is tardy or absent, the parent or guardian must submit a written excuse, signed and dated, to school authorities upon the student's return to classes, stating the reason for the student's absence from school. A doctor's, dentist's, or nurse practitioner's written statement of student's incapacity to attend school is also acceptable. All excuses for a student's absence, including medical verification of extended personal illness, must be presented within five (5) school days of the student's return to school, or the student's absence shall be considered unexcused and guidelines for unexcused absences shall apply.

UNEXCUSED ABSENCES AND SUSPENSIONS

For unexcused absences and suspensions, students may complete make-up work and shall receive credit not to exceed 50% maximum, upon the recommendation of the student's teacher, if the work is completed satisfactorily and timely as determined by the principal or his designee. It shall be the responsibility of the student to request work missed during the time of unexcused absences or suspensions.

TARDINESS

A student shall be considered tardy to school if the student is not in his/her homeroom/first period class when the bell to begin homeroom/class ceases. Tardy shall also mean leaving or checking out of school unexcused prior to the regularly scheduled dismissal. Tardiness on the part of students shall not be tolerated.

APPEAL OF ABSENCES

When a student exceeds the maximum number of absences allowed, including excused and unexcused absences, the APPEAL OF ABSENCES

When a student exceeds the maximum number of absences allowed, including excused and unexcused absences, the parents or student may make a formal appeal to the principal if they feel any of the absences are because of extenuating circumstances. If they feel that the decision is unfavorable,

they shall appeal to the Superintendent or his/her designee. After a review by the Superintendent or his/her designee, a decision shall be made and communicated to the parents or legal guardian by letter. Students in danger of failing due to

excessive absences may be allowed to make up missed time in class sessions held outside the regular class time. The make-up sessions must be completed before the end of the current semester and all other applicable policies must also be met.

TRUANCY

Any student who is a juvenile and who is habitually absent from school or is habitually tardy shall be reported by visiting teachers and supervisors of child welfare and attendance to the family or juvenile court of the parish or city as a truant child, pursuant to the provisions of Chapter 2 of Title VII of the Louisiana Children's Code relative to families in need of services, there to be dealt with in such manner as the court may determine, either by placing the truant in a home or in a public or private institution where school may be provided for the child, or otherwise.

A student shall be considered habitually absent or habitually tardy when either condition continues to exist after all reasonable efforts by any school personnel, truancy officer, or other law enforcement personnel have failed to correct the condition after the fifth unexcused absence or fifth unexcused occurrence of being tardy within any school semester. The parent or legal guardian of a student shall enforce the attendance of the student at the school to which the student is assigned.

In those districts participating in an interagency agreement to operate a truancy and assessment service center and to the extent specified in said agreement, school boards and their systems in general will assist child welfare and attendance officers in creating student background data, including attendance records, unexcused absences, conduct violations, discipline records, report cards, and transcripts as permitted by law and families in need of services personnel will work in partnership with the child welfare and attendance officers to monitor client progress, file all petitions in the cases of noncompliance of the plan for court appearance, and coordinate other services.

REFERRALS TO THE DISTRICT ATTORNEY'S TRUANCY PROGRAMS

When students of compulsory attendance age are deemed habitually absent or habitually tardy, their cases will be submitted to one of the District Attorney's truancy programs.

TASC (Truancy Assessment and Service Center) serves students in grades K-5, and FINS (Families in Need of Services) serves students in grades 6-12.

- Schools will refer students in grades K – 5 to TASC upon the 5th unexcused absence and/or tardy.
- Students in grades 6-12 will be referred to FINS (Families in Need of Services) by the Supervisor of Child Welfare and Attendance when students are considered 'truant' and other methods of correcting attendance problems have not been successful.

ATTENDANCE AWARDS

Students will be awarded PERFECT ATTENDANCE when they have been absent less than 165 accumulated minutes of time during the school year. Students will be awarded OUTSTANDING ATTENDANCE when they have been absent three days or less of accumulated minutes during the school year. Schools use Positive Behavior Interventions and Support (PBIS) strategies to promote acceptable school attendance habits throughout the school year.

To view all attendance regulations, please refer to the Bulletin 741 - Louisiana Handbook for School Administrators, which can be located on the Louisiana Department of Education's Web site: www.louisianabelieves.com.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:221; R.S. 17:226; R.S. 17:233; R.S. 17:235.2; R.S. 17:416

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FEES

A total fee of \$20.00 will be required of each student at SBHS. After April 1, student fees for the current school year must be paid in cash or money order only. Fees are disbursed for the following:

- 1) Student ID cards
- 2) English/Language Art fee
- 3) Science fee
- 4) Math fee
- 5) PE fee

ECONOMIC HARDSHIP WAIVERS

Certain fees may be reduced or waived for economically disadvantaged students and students whose families are experiencing economic hardships and are financially unable to pay them. Examples of families facing economic hardship include, but are not necessarily limited to, families receiving unemployment benefits or public assistance, including Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Supplemental Security Income (SSI) or Medicaid; foster families caring for children in foster care; and families that are homeless. All requests for economic hardship waivers of student fees and any and all supporting documentation used in considering the validity of any request for a waiver shall be confidential.

GUIDELINES FOR CHARGING MEALS

1. Students must have school ID badge in lunch line to ensure accuracy for lunch charges.
2. Extra lunch items must be paid for at time of purchase. Extra items may not be charged.
3. No more than six dollars (\$6) in charges shall be allowed for any student in grades 6 - 12. Only meals may be charged.
4. Students shall be notified that all charging of meals shall cease as of May 1 of each school year.

Meal Prices:

Breakfast	\$1.00
Lunch	\$1.50
Extra milk or juice	40¢
Extra entrée	90¢
Extra bread or vegetable	50¢

STUDENT FEES OWED

Parents/guardians of students whose fees and other debts are left unpaid at the end of the school year shall receive written notification of the amount and type of fees or other debts owed. Parents of students who owe fees or other debts will be requested to either pay all fees or other debts with cash or money order, or sign a promissory note at which time they may pick up the student's report card. Both parents should sign the promissory note unless they are separated/divorced. In that case, the parent with legal custody should sign the note.

INSURANCE

The Beauregard Parish School Board provides a limited medical insurance plan covering students for accidental bodily injury incurred while:

- 1) Attending regular school sessions
- 2) Participating in or attending school-sponsored and supervised extracurricular activities
- 3) Participating in school-sponsored and supervised interscholastic sports
- 4) Traveling directly to and from school for regular school session; and while traveling to and from school sponsored and supervised extracurricular activities in school-provided transportation

Parents/guardians/students have the option of extending this coverage to 24-hour coverage and/or adding extended dental coverage. Insurance enrollment forms, detailing coverage benefits and extended plan premiums, are available in the school office.

Students shall provide parental waiver if they participate in the following:

- 1) Any athletic event
- 2) Band
- 3) Advanced Art
- 4) JROTC
- 5) Any class using a lab teaching component where an electric or otherwise powered machine, device, or application may be used.
- 6) Any class utilizing any chemical which could prove hazardous.

The WAIVER FORM is available from the sponsor/coach/teacher of the teacher of the activity; and **MUST** be notarized with signature and stamp of the notary public.

HEALTH, IMMUNIZATION & MEDICATION

Parents/guardians must contact the School Nurse if their child has any health issues. Please report to the School Nurse if there are any changes in the child's medical condition/status during the school year and/or if there are any new diagnoses, medication changes or stops taking any medications.

ALL students are required to have a "Health Information Form" and a "Green Card" completed and signed on file in the school. The "Health Information Form" is required by the State of Louisiana to be on file in the School Nurses' Office. The "Green Card" is to be on file in the school's main office. The information on both forms should match as they go to different people.

Accurate information, including current telephone numbers and contacts, are vital to the safety and well-being of the student in the event of an emergency. If your contact information changes, please update the school records.

All students are **required by State Law** to have an up-to-date immunization (shot) record on file. Students who are not in compliance may be excluded from school.

Students **are not** allowed to carry any medication/drugs (including over-the-counter medications on their person.) If a student needs to have medication at school the following forms must be completed, 1) Physician's Medication Order and, if applicable a Diabetes Order; 2) Parent Request for Medication Administration; 3) Medical Records Confidentiality Release. Additional forms may be required if the student has significant health issues including diabetes, food allergies, seizures, and/or required medical procedures during the school day, etc. The parent/ guardian is required to bring the forms and medications to the School Nurse. Students **may not** deliver the medication(s) to the school or pick up medications at the end of the school year. The required forms may be obtained from the school office or the School Nurse. **Any accommodations in the school setting must have a physician's order, i.e., for the use of appliances**

such as crutches, wheelchair, tube feedings, food allergies, etc.

Students who have a contagious illness, a fever greater than 100°, diarrhea, vomiting, or flu-like symptoms should remain at home. The student should be symptoms-free for 24 hours before returning to school. Students who have had a fever **must be fever-free for 24 hours without medication** in order to return to school.

ACCIDENTS: When an accident occurs, it must be reported at once to the teacher in charge, who will then report it to the necessary authorities. Proper medical referrals will be made when necessary. An accident report shall be filed with the office by the teacher. In extreme emergencies, the principal may make arrangements for immediate hospitalization of injured or ill pupils, contacting the parent or guardian in advance if at all possible.

HUMAN REPRODUCTION, HIV/AIDS AND SEX EDUCATION PROGRAM FOR MIDDLE GRADES SYLLABUS

Part I of the curriculum guide for middle grades addresses the areas of human reproduction, birth control and sexually transmitted classes. Abstinence is advocated as the only safe and sure method to avoid unwanted pregnancy and sexually transmitted diseases. Part II addresses the issue of HIV/AIDS.

THE REGULATIONS IMPLEMENTING TITLE VI AT 34 C.F.R. SEC. 100.6 (D) STATES:

Information to beneficiaries and participants. Each recipient shall make available to participants, beneficiaries and other interested persons such information regarding the provisions of this regulation and its applicability to the program for which the recipient receives federal assistance, and make such information available to them in such manner as the responsible department official finds necessary to apprise such persons of the protections against discrimination assured them by the act of this regulation.

THE REGULATION IMPLEMENTING TITLE IX AT 34 C.F.R. SEC. 106.9 (A) (1):

Sec. 106.9 dissemination of policy. (a) Notification of policy. (1) Each recipient shall implement specific and continuing steps to notify applicants for admission and employment, students and parents of elementary and secondary school students, employees, sources of referral of applicants for admission and employment and all unions or professional organization holding collective bargaining or professional agreements with the recipients, that it does not discriminate on the basis of sex in the educational programs or activities which it operates, and that is required by the Title IX and this part not to discriminate in such a manner. Such notification shall contain such information, and be made in such manner, as the assistant secretary finds necessary to apprise such persons of the protections against discrimination assured them by Title IX and this part, but shall state at least that the requirement not to discriminate in education programs and activities extends to employment therein, and to admission thereto unless sub part C does not apply to the recipient and that inquires concerning the application of Title IX and this part to such recipient may be referred to the employee designated pursuant to Sec. 106.8 or to the assistant secretary.

The entire curriculum is offered on a voluntary basis and parental permission is required for enrollment.

HUMAN REPRODUCTIVE ANATOMY AND PHYSIOLOGY HIV/AIDS & SEX EDUCATION COURSE SYLLABUS

The State Curriculum guides for Biology covers Chapters 1 - 6 (Bulletin 1646, Revised 1988, Biology Education). Chapter 7, HIV/AIDS is taken from the State Curriculum Guide, Bulletin 182 7, Revised 199 1, HIV/AIDS Education. The contents of Chapters 8 and 9, Abstinence and Birth Control, stress abstinence as the only safe and sure method to avoid unwanted pregnancy and avoid the spread of sexually transmitted diseases. Skills and other information essential to avoiding sexually transmitted diseases and unwanted pregnancies are taught in these chapters. Chapters 7, 8, and 9 are offered on a voluntary basis and parental permission is required for enrollment.

REGULATIONS PROHIBITING DISCRIMINATION FOR TITLE VI OF THE CIVIL RIGHTS ACT 1964 TITLE IX OF THE EDUCATION AMENDMENTS OF 1972 SECTION 504 OF THE REHABILITATION ACT OF 1973

The regulations implementing Title VI, Title IX and Section 504 prohibit discrimination on the basis of RACE, COLOR, NATIONAL ORIGIN, SEX AND HANDICAP, respectively.

THE REGULATION IMPLEMENTING SECTION 504 AT 34 C.F.R. SEC. 104.8 (A) STATES:

Section 104.8 Notice. (a) A recipient that employs fifteen or more persons shall take appropriate initial and continuing steps to notify participants, beneficiaries, applicants and employees, including those with impaired vision or hearing, and unions or professional organizations holding collective bargaining or professional agreements with the recipient that it does not discriminate on the basis of handicap in violation of section 504 and this part. The notification shall state, where appropriate, that the recipient does not discriminate in admission or access to or treatment or employment in its programs and activities. The notification shall also include and identification of the responsible employee designated pursuant to Sec. 104.7 (a). 0074S

FIELD TRIPS

The philosophy of South Beaugard High School includes educating the whole child. Field trips are an essential aspect of education today. The following regulations will be followed:

- 1) A fee will be charged for out-of-town trips to cover the cost of fuel and a bus driver.
- 2) All field trips (in-town and out-of-town) will require written parental consent. Teachers are to get forms in the office, have students obtain parental permission and return signed forms to the office prior to leaving.
- 3) Any discipline measures needed could result in a student not being allowed to attend a field trip.

LOCKERS

Lockers are available to all students. Locker policies are as follows:

- 1) Lockers are not areas of complete privacy. They may be searched periodically for health and safety purposes. The master combination list and master key are kept in the office.
- 2) Each student will be assigned a locker by his home-room teacher or office staff. Students are to use only their assigned locker.
- 3) Lockers must be locked at all times.
- 4) Lockers must be kept clean and neat at all times.
- 5) Books and coats are to be stored in lockers and not left in classrooms or hallways.
- 6) Students will not be permitted to use their own locks. Any lock other than those furnished by the school will be removed.

EARLY RELEASE STUDENTS

Early release students not leaving campus five minutes after they are dismissed from school will be reported to the office for proper disciplinary action. Students will be required to stay through 3rd hour daily.

PROM DRESS CODE

Only students in grades 9-12 will be allowed to attend prom. All student fees, carnival debt, and ID debt must be paid prior to attending prom.

Girls

Allowed: Strapless formal dresses, spaghetti type straps, backless formal dresses, tea length/short formal party dresses

Not allowed: Low cut fronts, bare midriffs, body cut outs of any kind, skirt slits passed mid-thigh, see through fabric or netting above the thigh, no slacks or pant suits.

Boys

Allowed: Suit or tuxedo with shirt and tie or sports coat with dress slacks/ shirt and tie

Not Allowed: No jeans, formal attire must be worn at all times

School Discipline Policy Will Be Followed

Criminal background checks may be completed on anyone registered to go to the prom.



GRADUATION

Girls' dress code

"Sunday Best" Dressy Dress, Dress shoes

Not Allowed: Non-permanent hair dye, non-permanent correcting contacts, any piercings other than of the ears

Boys' dress code

Dark dress pants, White shirt with a tie, Dress shoes, Dress boots, Clean shaven

Not Allowed: Non-permanent hair dye, non-permanent correcting contacts, piercings of any kind

Socks - THIS IS A MUST!!!

*****Any graduate not adhering to the dress code will not be allowed to participate in ANY Graduation Ceremonies.***

Senior Pranks

Any senior involved in any type of senior prank that involves vandalism, deliberate destruction of property, or injury to another person will be subject to forfeiting participation in senior ceremonies including walking at the graduation ceremony. Law enforcement officials may be called to investigate.

Participation in graduation ceremony is a privilege not a right.

ACADEMICS

EDUCATIONAL GOALS

It shall be the policy of South Beauregard High School to consider the needs of students so that the highest educational development of each student shall become the major purpose of the school.

More specifically South Beauregard High School shall:

- 1) Furnish opportunity for all students to develop skills as future workers and develop understandings and attitudes that fit everyone for his/her place in society.
- 2) Furnish opportunity to develop and maintain good health and physical fitness.
- 3) Furnish opportunity to understand the rights of citizens in a democratic society and their obligations as members of the community.
- 4) Furnish opportunity to understand the place of the individual in the family and in society and what helps to foster successful family life.
- 5) Provide a program of applied and practical economics and its relationship to everyday living.
- 6) Furnish opportunity for all students to understand the scientific method, the influence of science on human life and the scientific facts concerning the nature of the world and men.
- 7) Furnish the student with opportunity for a growing appreciation of beauty in literature, art, nature and the basic elements of design.
- 8) Furnish opportunity to develop through participation in a wide variety of activities, the ability to use their leisure time effectively and to balance activities that yield satisfaction to the individual with those that are socially useful.
- 9) Furnish experiences that will develop respect for other persons, to grow in their insight into values and principles and to be able to live and work with others.
- 10) Furnish the student with a continued and integrated program looking toward growth in ability to express thoughts clearly and in a logical pattern, to read intelligently and to listen with appreciation.
- 11) Furnish carefully integrated programs which are elastic and adaptable so that all students will be able to visualize and comprehend the primary purpose of a rounded educational experience; gain satisfaction through the completion of projects, tasks and assignments in all areas; and work cooperatively with teachers and other students in the perfecting, development and operation of school programs throughout the parish.

STUDENT STANDARDS AND ASSESSMENTS

HIGH SCHOOL GRADUATION REQUIREMENTS

Students in Louisiana can pursue two types of high school diploma, a College and Career Diploma or a Career Diploma. With a College and Career Diploma, students can opt for one of two courses of study – the more rigorous LA Core 4 or the Basic Core. Students can also earn an Academic Endorsement or a Career/Technical Endorsement. Students with disabilities can also earn a Certificate of Achievement.

DIPLOMA REQUIREMENTS

Subject	Credits For LA Core 4	Credits For Basic Core	Credits For Career Diploma
English	4		
Math	4		
Physical Education	1.5		
Health	.5		
Science	4	3	3
Social Studies	4	3	3
Foreign Language	2	-	-
Arts	1	-	-
Electives	3	8*	7**
Total	24	24	23

*Students who pursue a Basic Core course of study must complete six credits in career area of concentration.

**Students who pursue a Career Diploma must complete seven credits in career area of concentration.

Reference the following website for more information on graduation requirements: <http://www.louisianabelieves.com/academics/graduation-requirements>

A grade recovery program **may** be available for credit courses.

See Appendix I: Career Diploma Graduation Requirements on pages 32-33 for Jump Start Requirements.

PARISH GRADING SCALE

No school board member, school superintendent, assistant superintendent, principal, guidance counselor, teacher, or other administrative staff member of the school or the central staff of the parish or city school board shall attempt, directly or indirectly, to influence, alter, or otherwise affect the grade received by a student from his/her teacher. (Bulletin 1566 §501 C.)

LEAs shall use the following uniform grading system for students enrolled in all grades K-12 for which letter grades are used. LEAs may use other grading scales for honors, gifted, Advanced Placement, International Baccalaureate or other types of courses for which special grading policies exist. (Bulletin 741 §2302)

Grading Scale for Regular Courses	
Grade	Percentage
A	100-93
B	92-85
C	84-75
D	74-67
F	66-0
Grading Scale for AP, DE, IB Courses for 2017-2018 and Beyond	

Grade	Percentage
A	100-90
B	89-80
C	79-70
D	69-60
F	59-0

All classes, grades K-12, follow the state-approved uniform grading system for regular courses.

Grading Policy for End-of-Course (EOC) Tests

Students enrolled in a course for which there is an EOC test must take the EOC test.

The EOC test score shall count as a percentage of the student's final grade for the course.

- The percentage shall be 15%.
- For students with disabilities identified under IDEA who meet the LAA 2 / Act 833 participation criteria prior to taking the first EOC test, the EOC test score shall count for 5% of the students' final grade for the course.
- The grades assigned for the EOC test achievement levels shall be as follows:

EOC Achievement Level 4-Level Tests	Grade
Excellent	A
Good	B
Fair	C
Needs Improvement	D or F

EOC Achievement Level 5-Level Tests	Grade
Advanced	A
Mastery	B
Basic	C
Approaching Basic	D
Unsatisfactory	F

- The LDOE will provide conversion charts for various grading scales used by LEAs. (Bulletin 741 §2318)
- For an EOC course in 2010-2011 and beyond being taught all year long, four (4) nine-week grades and an EOC exam grade will be earned. Four (4) nine-week grades will be averaged and count as 85% of the final grade; each state-administered EOC test will count as 15% of the final course grade.

(See example-other grading policies)

GRADES 6-12 Grading Procedures

Nine-Week Grading Procedures:

- A minimum of one grade per week shall be given per nine-week period for full year courses. A minimum of two grades shall be given per week for block courses. These may include chapter tests, pop quizzes, homework, class participation, etc.

- A weekly test schedule will be printed in parish/school handbooks and utilized parish-wide unless extenuating circumstances are approved by the principal.
- Number grades will be used to record grades in grade books during the nine-week grading period. No number grade lower than "50%" will be recorded in the grade book, except with concrete evidence verifying a lower grade.

(EX: No effort, no work turned in, unexcused absences, cheating, refusal to do work, totally inappropriate answers, plagiarism)

***NOTE: The grading procedure for out-of-school suspensions will be in accordance with Senate Bill 223, ACT No. 240.**

A school may elect to give nine-week exams each nine-week grading period. Grades on exams will be reflected in the nine-week grade. The nine-week grade will be recorded as a letter grade in the grade book and on the report card, i.e., A,B,C,D, or F. A letter grade will be recorded on the cumulative record card. *"+" and "-" symbols shall not be affixed to any letter.* Grade scale to use in determining nine-week grades is as follows:

Table 1 (Grades 6-12)

100 - 93 - A
92 - 85 - B
84 - 75 - C
74 - 67 - D
66 - 0 - F

Table 2 (Grades 9-12 AP, DE Courses for 2017-2018 School Year and Beyond)

100 - 90 - A
89 - 80 - B
79 - 70 - C
69 - 60 - D
59 - 0 - F

Number values (Tables 1 and 2) will be assigned throughout the nine-week grading period.

These will be averaged to determine the nine weeks letter grade which will be recorded as the nine-week grade on both the report card and in the grade book. Progress reports will be sent to parents for all students following the fourth week of the grading period or any time student performance changes significantly.

A student will be named to **Banner Roll** if no grade for the nine-week grading period is less than "A" and to **Honor Roll** if no grade is less than "B". Students receiving an "I" at the end of the nine-week grading period will not be considered for **Banner Roll/ Honor Roll** unless the "I" is made up within one school week after the end of the grading period.

Dropping a Class - A student wishing to drop a class must do so prior to the beginning of the 4th nine-week grading period.

Noncredit courses will be recorded on the transcript as Pass/Fail.

Final Course Grade Procedure for Courses Weighted on a Four (4) Point Scale

A final test will be given for all courses. The grade will appear on the report card and will count as one-seventh in determining the course grade for the subject except for EOC courses for 2010-2011 and beyond. **Final tests will be submitted to the principal for approval prior to being administered.**

A final test schedule will be developed by each school and submitted to the Superintendent for approval. Final tests shall be administered during the regular school day. Final course grades will be determined as follows:

Table 3

- A – 4
- B – 3
- C – 2
- D – 1
- F – 0

Nine-week grades and final test grade will be assigned a point value (Table 3).

For a **one unit course being taught all year long**, four (4) nine-week grades will be earned and each will count as 1.5 parts for a total of six parts with the final exam counting one part (one seventh).

Ex.					Final Exam	Course Grade
9 Wk.	9 Wk.	9 Wk.	9 Wk.	Exam		
B	C	A	B	B		B
3	+	2	+	4	+	3
(1.5x3)		(1.5x2)		(1.5x4)		(1.5x3)
4.5	+	3.0	+	6.0	+	4.5
				3	+	21
				$21 \div 7 = 3 = B$		

For an **EOC course in 2010-2011 and beyond being taught all year long**, four (4) nine-week grades and an EOC exam grade will be earned. Four (4) nine-week grades will be averaged and will count as 85% of the final grade; each state-administered EOC test will count as 15% of the final grade.

Ex:	9 Wk.	9 Wk.	9 Wk.	9 Wk.	EOC	FINAL
	B	C	A	B	B	GRADE
	3	+	2	+	4	+
					3	3
	$12 \div 4 = 3.0$				3.0	
	$3.0 \times 85\%$				$3 \times 15\%$	
	2.55			+	$.45$	
	$= 3.0 = B$					

For a **one-half unit course being taught in one semester**, two (2) nine-week grades will be earned and each will count as three (3) parts with the final exam counting as one part (one-seventh).

Ex.:	9 Wk.	9 Wk.	Final Exam	Course Grade		
	B	+	A	+	C	B
	3	(3)	+	4	(3)	+
	9	+	12	+	2	
	$23 \div 7 = 3.3 = B$					

Use Table 4 to convert from the numerical average to the final letter grade for course average.

Table 4

- A - 4.0 - 3.5

- B - 3.4 - 2.5
- C - 2.4 - 1.5
- D - 1.4 - .6
- F - Less than .6

Note: A student must pass according to the following:

- In a course having two (2) nine-week grades and a final, two of the three shall be passing grades and the numerical grade average shall be at least .6.
- In a course other than an EOC course in 2010-2011 and beyond having four (4) nine-week grades and a final, three of the five grades shall be passing, one of which shall be the final nine-week grade or the final exam, and the numerical grade average shall be at least .6.
- In an EOC course having four (4) nine-week grades and an EOC test, three of the five grades shall be passing, and the numerical grade average shall be at least .6.

Quality Points for Courses on the 4 Point Scale

For the designated courses, four quality points will be assigned to a letter grade of "A", three quality points will be assigned to a letter grade of "B", two quality points will be assigned to a letter grade of "C", one quality point will be assigned to a letter grade of "D", and zero quality points will be assigned to a letter grade of "F".

Beauregard Parish Courses Weighted on a Five (5) Point Scale (Begins with the Freshman Class of 2018-2019 and Beyond)

In order to create incentives for students to take more rigorous courses, beginning with the students entering the 9th grade in 2018-2019 and graduating in the 2021-2022 school year and thereafter, certain designated Advanced Placement (AP) and Dual Enrollment (DE) courses will be weighted on a five (5) point scale and must meet ALL of the following criteria as applicable:

- To qualify, courses must be Advanced Placement (AP) or Dual Enrollment (DE) **AND** listed on the *TOPS Core Courses Approved by BESE and Board of Regents for Calculation on 5.00 Point Scale* document.
- Qualifying courses must be taken on a Beauregard Parish high school campus and taught or proctored by BP instructors during the regular school year.
- Only Dual Enrollment courses listed on the *Beauregard Parish Dual Enrollment Matrix* will receive the 5 point weight. This document will be revised yearly to include eligible courses scheduled for the upcoming school year. *Not all dual enrollment courses qualify for the 5 point weight.*
- Dual Enrollment courses taken at Sowela Technical Community College as part of the STEPS program during the senior year will be allowed the 5 point weight for courses listed on the *Beauregard Parish Dual Enrollment Matrix*. Only Sowela DE courses that are equivalent to

courses taught on the student's home campus will receive the 5 point weight.

Quality Points for Courses on the 5 Point Scale

For the designated courses, five quality points will be assigned to a letter grade of "A", four quality points will be assigned to a letter grade of "B", three quality points will be assigned to a letter grade of "C", two quality points will be assigned to a letter grade of "D", and zero quality points will be assigned to a letter grade of "F".

Final Course Grade Procedure for Courses Calculated on the 5 Point Scale

A final test will be given for all courses. The grade will appear on the report card and will count as one-seventh in determining the course grade for the subject except for EOC courses for 2010-2011 and beyond. **Final tests will be submitted to the principal for approval prior to being administered.**

A final test schedule will be developed by each school and submitted to the Superintendent for approval. Final tests shall be administered during the regular school day.

Final course grades will be determined as follows:

Table 5

- A - 5
- B - 4
- C - 3
- D - 2
- F - 0

Nine-week grades and the final test grade will be assigned a point value (Table 5).

For a **one unit course being taught all year long**, four (4) nine-week grades will be earned and each will count as 1.5 parts for a total of six parts with the final exam counting one part (one seventh).

Ex:

9 Wk.	9 Wk.	9 Wk.	9 Wk.	Final Exam	Course Grade
B	C	A	B	B	B
4	3	5	4	4	
(1.5x4)	(1.5x3)	(1.5x5)	(1.5x4)		
6.0	4.5	7.5	6.0	4	28 ÷ 7 = 4.0 = B

For an **EOC course in 2010-2011 and beyond being taught all year long**, four (4) nine-week grades and an EOC exam grade will be earned. Four (4) nine-week grades will be averaged and will count as 85% of the final grade; each state-administered EOC test will count as 15% of the final grade.

Ex:

9 Wk.	9 Wk.	9 Wk.	9 Wk.	EOC	FINAL
B	C	A	B	B	GRADE
4	3	5	4	4	B

16 ÷ 4 = 4.0	4.0
4.0 x 85%	4 x 15%
3.40	.60
	+ = 4.0 = B

For a **one-half unit course being taught in one semester**, two (2) nine-week grades will be earned and each will count as three (3) parts with the final exam counting as one part (one-seventh).

Ex:

9 Wk.	9 Wk.	Final Exam	Course Grade
B	A	C	B

$$\begin{matrix} 4(3) & + & 5(3) & + & 3 \\ 12 & + & 15 & + & 3 \end{matrix} \quad 30 \div 7 = 4.286 = B$$

Use **Table 6** to convert from the numerical average to the final letter grade for course average.

Table 6

- A - 5.0 - 4.5
- B - 4.4 - 3.5
- C - 3.4 - 2.5
- D - 2.4 - 1.2
- F - Less than 1.2

Note: A student must pass according to the following:

- In a course having two (2) nine-week grades and a final, two of the three shall be passing grades and the numerical grade average shall be at least 1.2.
- In a course other than an EOC course in 2010-2011 and beyond having four (4) nine-week grades and a final, three of the five grades shall be passing, one of which shall be the final nine-week grade or the final exam, and the numerical grade average shall be at least 1.2.
- In an EOC course having four (4) nine-week grades and an EOC test, three of the five grades shall be passing, and the numerical grade average shall be at least 1.2.

GRADE POINT AVERAGES

Transfer grades are to be recorded on cumulative records when received from sending schools as: A,B,C,D or F. "-" and "+" are not honored. Beginning with the freshmen class of 2018-2019 and beyond, transfer grades for courses weighted on a 5 point scale will be evaluated by the receiving school to determine which courses will remain at the 5 point weight and which will be converted to a 4 point weight. Only courses that are equivalent to courses taught at the receiving school will be considered for the 5 point weight. NOTE: Courses taken at other academic institutions that do not satisfy graduation requirements will not be added to the student's official high school transcript. (Example: A course taken over the summer at a nearby or online university would not be added to the transcript.)

Attendance at the **Annual Senior Scholars' Banquet** requires a cumulative Grade Point Average of 3.5000 or designation as one of the school's two highest ranking students.

Grade point averages for graduating seniors for Scholars' Banquet attendance are to be calculated upon completion of the third nine-week grading period. They will be figured by carrying the division out to four places and not rounding off.

Ex. 3.4934 = 3.4934
 3.4946 = 3.4946
 3.4950 = 3.4950
 3.5000 = 3.5000, etc.

Class rank for graduating seniors will be determined by averaging all final grades for all courses in which a Carnegie

Unit has been pursued and will be computed upon completion of the final nine-week grading period and administration of the final exam. A final grade of "F" carries "0" quality points and must be averaged as such. The four year cumulative average of each senior is arranged in rank order from highest to lowest. The ranking does not necessarily reflect the ordinal position of one's GPA. Transcripts must reflect all grade/courses pursued regardless of grade(s) earned. Only courses in which a grade of "F" has been earned may be repeated unless dropped prior to completion. No course can be pursued without receiving a Carnegie unit credit and a grade.

Example: In a class of 189 graduating seniors, nine have a 4.0 GPA and are ranked #1. The subsequent student with a GPA of 3.98 is ranked #10.

# of Students	GPA	Rank in Class	Ordinal Position of GPA
1.	4.0	1	1
2.	4.0	1	1
3.	4.0	1	1
4.	4.0	1	1
5.	4.0	1	1
6.	4.0	1	1
7.	4.0	1	1
8.	4.0	1	1
9.	4.0	1	1
10.	3.9888	10	2
11.	3.9887	11	3

To be ranked, a student must have a minimum of 14 units of credit from the graduating school with earned letter grades (A, B, C, or D) in addition to any Pass/Fail grades. Graduating seniors will be recognized in graduation ceremony by the following status:

- Summa Cum Laude 3.9000 - 4.0000 GPA
- Magna Cum Laude 3.7500 - 3.8999 GPA
- Cum Laude 3.5000 - 3.7499 GPA

The valedictorian will be the highest ranked student. Salutatorian will be the second highest ranked student. If the highest ranking student earns below a 3.5 GPA, he or she will be recognized as valedictorian/salutatorian and is not eligible for the summa, magna, and cum laude recognition.

The criteria for awarding valedictorian, salutatorian, and cum laude recognition will change for the Senior Class of 2021-2022 and beyond. See Appendix E for a detailed explanation of the changes.

When credit is denied due to attendance in courses for which a Carnegie unit is pursued, the grade of "F" will be recorded on the student's transcript along with a comment on the grade report reflecting reason for failure.

Only students who are graduating from a Beauregard Parish school may participate in that school's graduation ceremony.

TOPS Core Curriculum - For the Opportunity, Performance and Honors Awards

Beginning with students entering 9th grade in 2014-2015 and graduating in the 2017-2018 school year and thereafter, the calculation of the TOPS Core Curriculum grade point average (GPA) will use a five- (5.00) point scale for grades in certain designated Advanced Placement (AP) courses, International Baccalaureate (IB) courses, Dual Enrollment courses used to complete the TOPS Core Curriculum. The courses currently designated to be calculated on the 5.00 point scale can be viewed at <https://www.osfa.la.gov/5scale>.

For the designated courses, five quality points will be assigned to a letter grade of "A", four quality points will be assigned to a letter grade of "B", three quality points will be assigned to a letter grade of "C", two quality points will be assigned to a letter grade of "D", and zero quality points will be assigned to a letter grade of "F".

Criteria for Awarding Graduation Recognitions – Pertains to the Entering Freshman Class of 2018-2019 and Beyond (From Appendix E – Beauregard Parish Pupil Progression Plan)

The criteria for awarding valedictorians and salutatorians will change for the entering freshman class of 2018-2019 and beyond. Instead of using GPA, quality points will be calculated to determine recognition.

This change is necessary due to the implementation of the 5 point weighting of certain DE and AP courses that affect the entering freshman class of 2018-2019 and beyond.

Quality Point Value Calculations by Final Course Grade
Table 1 Quality Points for 4 Point Courses

A – 4

B – 3 Final Course Grade Quality Point Value as Shown in Table 1

C – 2

D – 1

F – 0

Table 2 Quality Points for 5 Point Courses

A – 5

B – 4

C – 3 Final Course Grade Quality Point Value as Shown in Table 2

D – 2

F – 0

Valedictorian Criteria

The student or students earning all A's, including at least **ONE** 5 point course, on their official high school transcript **AND** the greatest number of Quality Points (see Table 1 and Table 2) will be named the school's valedictorian.

Example:

The student has 26 (4 point courses) and 7 (5 point courses) on the transcript. All grades are A's.

$$26 \times 4 = 104 \qquad 7 \times 5 = 35$$

$$104 + 35 = 139 \text{ Quality Points}$$

Salutatorian Criteria

The student or students earning all A's, including at least **ONE** 5 point course, on their official high school transcript **AND** the second greatest number of Quality Points (see Table 1 and Table 2) will be named the school's salutatorian.

Example:

The student has 27 (4 point courses) and 5 (5 point courses) on the transcript. All grades are A's.

$$27 \times 4 = 108$$

$$5 \times 5 = 25$$

$$108 + 25 = 133 \text{ Quality Points}$$

For Schools Not Having Students Who Meet the Above Criteria

If a school has no students who meet the criteria above, the student or students with all A's on the official high school transcript AND the greatest number of Quality Points (see Table 1) will be named the school's valedictorian and the student or students with the second greatest number of Quality Points (see Table 1) will be named the salutatorian.

Example:

The student has 27 (4 point courses) All A's on the transcript

$$27 \text{ Courses} \times 4 \text{ Quality Points} = 108 \text{ Quality Points}$$

The student has 26 (4 point courses) All A's on the transcript

$$26 \text{ Courses} \times 4 \text{ Quality Points} = 104 \text{ Quality Points}$$

If a school has only one student who earns all A's on the official high school transcript, that student will be named the valedictorian, and the salutatorian will be next student or students who earns the greatest number of Quality Points.

Example: **Valedictorian** -The student has 27 (4 point courses) and all A's on the transcript

Salutatorian - The student has a combination of grades on the transcript as follows:

15 (4 point courses) Letter Grade of A's

$$15 \times 4 = 60 \text{ Quality Points}$$

8 (4 point courses) Letter Grade of B's

$$8 \times 3 = 24 \text{ Quality Points}$$

1 (5 point course) Letter Grade of B

$$1 \times 5 = 5 \text{ Quality Points}$$

Total Quality Points = 89

If a school has no students with all A's on the official high school transcript, the student or students earning the greatest number of Quality Points will be named the valedictorian, and the student or students with the second greatest number of Quality Points will be named the salutatorian.

Academic Honors Recognition

Beginning with the students entering the 9th grade in 2018-2019 and graduating in the 2021-2022 school year and thereafter, honor graduates will be recognized in graduation ceremonies by the following status:

Summa Cum Laude 4.000 or Greater GPA

Magna Cum Laude 3.7500 – 3.999 GPA

Cum Laude 3.5000 - 3.7499 GPA

STUDENT CLASSIFICATION

9th Grade: Students who have earned fewer than six (6) credits

10th Grade: Students who have earned six (6) or more credits

11th Grade: Students who have earned twelve (12) or more credits

12th Grade: Students who have earned seventeen (17) or more credits

WEEKLY TESTING SCHEDULE

A final test schedule will be developed by each school. Final tests shall be administered during the regular school day. Mid term and Final test schedule will be announced at a later date.

In order to alleviate the problem students have with so many major tests in one day, each subject area is assigned specific day during the week for testing. According to the following schedule, each area has two days each week to test students.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
SCIENCE	ENGLISH	SCIENCE	ENGLISH
PE	BUSINESS	PE	BUSINESS
AG	FACS	AG	FACS
SOCIAL STUDIES	MATH	SOCIAL STUDIES	MATH
ART	SPANISH	ART	SPANISH
ELECTIVE		ELECTIVE	

CEREMONIES AND OBSERVANCES

Students considered for participation in school graduation ceremonies shall fulfill at least one of the two following requirements:

- 1) He/she shall be in full compliance with requirements specified for a diploma by the Board of Elementary and Secondary Education. All correspondence courses must be completed by May 1.
- 2) He/she shall be in full compliance with requirements specified for a diploma by the Board of Elementary and Secondary Education with the exception of not having passed one or more parts of the EXIT exam, (a) provided that he/she has participated in each remediation course or activity provided by his/her school that is applicable to each part of the exam that he/she has not passed, and (b) provided he/she has taken the applicable exam(s) each time offered until the end of the senior year.

Under no circumstances will a student receive a diploma until all requirements specified for graduation by the Board of Elementary and Secondary Education have been fulfilled. Graduation ceremonies shall not be held at any other grade level other than grade twelve.

VISITORS TO THE SCHOOL

Parents of school children, school officials and other Beauregard Parish officials are always welcome.

Parents are requested to make an appointment to see a member of the faculty, staff or an administrator.

All parents and other visitors must report to the main office to receive a visitor's pass.

The school policy is to accept only those visitors who have legitimate business at the school. **Parents and other visitors must first verify who they are and their purpose for being in the school before going into any part of the school facility.**

Students may not bring students from other schools on the school campus during instructional time for the purpose of visiting.

Visitor passes will not be issued during school-wide examinations. **An administrator may refuse to issue a visitor's**

pass any time he/she feels it is in the best interest of the school to do so.

Anyone appearing on the school campus who does not meet the criteria indicated above will be required to get written permission from the Superintendent's office in order to visit the school.

Any person found on the school grounds without permission is trespassing and subject to arrest by law enforcement authorities.

PARENTAL INVOLVEMENT

SBHS welcomes parental involvement. If any parent would like to volunteer, please contact the HS office.

ATHLETICS

South Beauregard High School participates in athletics under the auspices of the Louisiana High School Athletic Association. The object of this association, a voluntary organization, shall be to promote, regulate, and direct the interscholastic athletic activities of the high schools in Louisiana.

An invitation is extended to all students to become candidates for teams. Certain qualifications must be met concerning age, subjects passed, total semesters previously completed in high school, etc. Also a physical examination must be obtained from a doctor before trying out for any team.

Listed below are the sports offered in the program. Announcements will be made as to the time and place of meetings for those interested in specific sports.

Boys Sports

Fall - football and cross country

Winter - basketball

Spring - baseball, track, golf

Girls Sports

Fall - cross country

Winter - basketball

Spring - softball, track, golf

ATHLETIC POLICY

It is the belief of South Beauregard High School faculty, students, and administration in concurrence with the Beauregard Parish School Board, that an extra curricular/athletic program is an important part of the total educational program of our school.

The school district adheres to the eligibility requirements established by that group's governing body. Participation in extra curricular activities is a voluntary privilege where the student is representative of his/her family, school, and community. Thus, a high standard of behavior is expected of those choosing participation in extra curricular activities. **All Beauregard Parish athletes must adhere to the Student Athlete Substance Abuse-Misuse Policy, File:IDFAA.**

1. **Academics** - All extra curricular participants must meet requisite academic eligibility requirements established by that group's governing body.
2. Use/Possession of tobacco and fighting during the LHSAA designated season, including spring training. Regulations listed below are considered to be minimum.

1st Offense - The student will be disciplined as outlined in the school handbook for students and parents. In addition, he/she will be subject to a one (1) game suspension from the activity for the next regularly scheduled activity. If he/she has been readmitted to school, the participant may be allowed to sit on the bench with the team, but not in

2nd Offense - The student will not be allowed to participate in athletic contests for the remainder of the school year.



uniform. A letter will be sent to the parents with an explanation of the above.

2nd Offense - The student will be prohibited from participation in games/events for four consecutive weeks in which activities are officially scheduled. The suspension is officially served with the athlete's completion of that sports season. If the athlete quits or is dismissed from the squad, the suspension begins in the entirety with the athlete's next sport.

3rd Offense - The student will not be allowed to participate in athletic contests for the remainder of the school year

3. Use/Possession of alcohol and/or drugs during the LHSAA designated season, including spring training. Regulations listed below are considered to be minimum.

1st Offense - The student will be disciplined as outlined in the school handbook for students and parents. In addition, he/she will receive a two (2) game suspension from the next regularly scheduled activities. If he/she has been readmitted to school, the participant may be allowed to sit on the bench with the team, but not in uniform. A letter will be sent to the parents with an explanation of the above

by an official must sit out the next ball game unless overturned by a review by the coach and school administrators.

5. Offenses shall be reported by teachers, administrators, or law enforcement agencies. Conviction or breaking a major criminal or civil law is included in this behavior code.
6. **Suspensions** - A student receiving three (3) out-of-school suspensions for three (3) separate occurrences during the LHSAA designated season shall be removed from the team/group for the remainder of the year.
7. **Absences** - On the day of a game/activity, the student shall attend ½ of his/her regular school day classes to be eligible to participate. Exceptions will be made for verified doctor, dental excuses, or for a funeral, if arrangements are made in advance. Parental excuses will not be accepted.
8. **Due Process** - The written appeal must be made within three (3) days after disciplinary action has been taken, if the athlete/participant wishes to appeal the decision. The appeal process will follow the criteria established by the Beauregard Parish School Board.
9. Any fan ejected from a sporting event may be barred from future sporting events.
10. No person (parent or otherwise) shall confront a coach before, during, or after an athletic contest or practice concerning a player or a coaching decision. The person must make an appointment with the coach to discuss any concerns by contacting the school office for a conference. If this rule is violated, the person and/or player in question may be suspended from the next game or games depending on the severity of the confrontation. Coaches are to report all violations to the principal. Copies of the rule will be sent home with each athlete and signed by the parent/guardian verifying agreement and returned to the coach before the athlete participates in an athletic contest.

ATHLETIC JACKETS

The Criteria for ordering a letter jacket:

4. **Ejection from game by an official** - Any athlete ejected

- 1) Athlete must letter in a sport.

- 2) Lettering criteria will be determined by the coach of that sport.
- 3) Athlete will pay for his/her letter jacket at the time of ordering.

BEAUREGARD PARISH INSTRUMENTAL MUSIC HANDBOOK

Band Mission Statement Band is a graded performance based elective. Course credit also is given toward graduation at the high school level. Choosing membership in this activity requires a commitment and responsibility to participate at a level which will allow the individual band program to meet performance requirements and basic minimum standards.

Code of Conduct Discipline is an important part of any group which must work together for a common goal. Self-discipline, accepting responsibility for his or her actions and their affect on the group, may well be one of the most important things a student learns in band. When a student's conduct is not acceptable, disciplinary action, in accordance with the Beauregard Parish Discipline Policy, will be administered. A student who is guilty of serious and/or repeated instances of misconduct may be removed from the band.

Exemplary conduct and self-discipline are a vital part of any organization. The directors will establish expectations and procedures in order to insure that each band member has a clear understanding of what is expected of him or her. While keeping these procedures at a minimum, absolute observance is expected, in order to maintain the highest standards, as well as to insure that each individual benefits fully from all that the organization has to offer.

Rehearsal/Performances A schedule of performances and rehearsals will be given to each student so that he or she may know exactly what he or she is accountable for during that grading period. As mandated in the Beauregard Parish Pupil Progression Plan, a minimum of nine grades will be given per nine weeks' grading period.

Uniforms/Equipment Each student who is assigned an individual piece of equipment and/or uniform will be held responsible for said items as stated in Beauregard Parish Policy Manual. Damage to school owned instruments, uniforms and equipment, other than normal wear and tear, will be the responsibility of the individual. School owned equipment is checked out to students in good working condition and is to be returned at the end of the school year in the same condition.



CHEERLEADERS

The cheerleaders are organized to promote school spirit and a sense of pride among the student body as well as to encourage good sportsmanship. The primary purpose of cheerleading is not competition. Some of their main duties include leading cheers at pep rallies and games, organizing pep rallies, and making decorations and signs for sports activities. Cheerleaders can participate in athletics, band, etc. if desired.

Varsity Cheerleaders Varsity cheerleaders are selected from students in grades 9-12. Requirements to try out for cheerleader are the same as for athletics with exception of 2.0 GPA.

JV Cheerleaders

JV cheerleaders are selected from students in grades 9 - 10. Girls who are interested in JV cheerleading may try out when the announcements for candidates are made. They must have and maintain a grade average of 2.0.

Costs Fundraisers at the school should be allowed so that sufficient funds may be used to assist in the cost of uniforms and camp to be channeled through the cheerleader or athletic fund. A payment plan for students with deadline for final payment shall be available to each cheerleader prior to tryouts.

Selection Process

- 1) All applicants for cheerleader must turn in completed applications by the date announced by school officials.
- 2) All applicants should attend the practice sessions for tryouts unless a conflict exists with a school sponsored activity. (Advanced notice should be given.)
- 3) Cheerleaders will be selected by a qualified panel of judges from outside the parish. (College cheerleaders, professional cheerleading associations, etc.)
- 4) Scores shall be determined by the following:
 - A) Teacher evaluations
 - B) Cheering ability
 1. Appearance
 2. Group Cheer
 3. Spirit and Enthusiasm
 4. Motion Technique
 5. Voice and Projection
 6. Jumps and Stunts
 7. Dance Ability
- 5) A minimum and maximum number of cheerleaders will be determined prior to tryouts or by use of cut-off score.

KNIGHTLINE

The Knightline Dance Team is organized to promote school spirit, pride, and loyalty as well as teach teamwork and pride in a quality performance through maintaining high standards. Students in grades 9-12 are eligible to participate after completing a selection process.

OPERATION OF MOTOR VEHICLES ON CAMPUS

Students who drive motor vehicles on Beauregard Parish school property must obey the following:

SPEED LIMIT ON CAMPUS IS FIVE (5) MPH.

In order to obtain a parking decal for any parking lot, students must present proof of current insurance, registration and a driver's license.

The motor vehicle must be parked in the designated parking PBIS

lot and remain until dismissal.

Students are to leave their motor vehicles immediately upon arriving at school.

No one will be allowed in the parking lot during the school day without permission granted by the office.

No student will park in the teachers' parking area.

A student may lose his/her driving privileges if he/she leaves campus without permission or parks in an undesignated student parking area or operates a vehicle recklessly.

Students are to drive slowly and cautiously while on campus. Reckless driving, speeding, "squealing" tires or "burning rubber" and gunning engines will not be tolerated under any circumstances.

Drivers will not allow another person to cling to or ride on the outside of a moving vehicle. Both the driver and the other person may be liable for such action.

NOTE: Pedestrians have the right-of-way on the parking lots. Beauregard Parish schools are not responsible for loss of property or damages to autos due to theft, vandalism or accidents. Violations of any of the above guidelines and/or reckless driving may result in suspension of driving privileges. All vehicles are subject to random searches.

NOTE:

- (1) As authorized in R.S. 17:416, a principal or headmaster at a public or private school shall notify the Department of Public Safety and Corrections, office of motor vehicles, of any student between the ages of fourteen and eighteen who has been subjected to a disciplinary action as provided in Paragraph (2) of this Subsection.
- (2) As used in this subsection, "disciplinary action" means an expulsion or suspension from school for ten or more consecutive school days or an assignment to an alternative educational setting for ten or more consecutive school days in accordance with any policy of the school or of the local public school board, limited to expulsions, suspensions, and assignments to alternative educational settings for infractions involving the sale or possession of drugs, alcohol, or any other illegal substance, the possession of a firearm, or an infraction involving assault or battery on a member of the school faculty or staff.
- (3) Any such student who has been subjected to a disciplinary action as provided in Paragraph (2) of this Subsection shall have the driver's license for the operation of a motor vehicle suspended for a period of one year, in accordance with the provisions of R.S. 32:431. The terms "license" or "driver's license" shall include a Class "E" learner's license and intermediate license as provided for in R.S. 32:407.

DISCIPLINE

The administration and faculties of Beauregard schools are proud to be associated with all the students in our schools. **The ultimate responsibility for student behavior rests with the student and his/her parents;** however, we who are charged with the responsibility of educating the youth of our communities recognize that discipline is a part of our daily responsibility. Although we are concerned with students as individuals, we must also be concerned with the entire student body and insure that the proper atmosphere for teaching and learning is preserved.

Our broad objectives, in the area of discipline, are to have fair and impartial discipline in order to maintain the total learning environment for all students concerned and to help the students develop self-discipline which is necessary if learning is to occur. Self-discipline always mandates that a person will at all times keep in mind that his/her conduct should not interfere with the rights of others, but rather it should be an example to others.

In those cases where corrective action becomes necessary, disciplinary measures taken will be positive, constructive, and directed toward correcting future behavior and to teaching the student that education is a right qualified by compliance with certain reasonable rules and regulations. Administrators, teachers, guidance and attendance personnel will strive to identify problems, secure parental understanding and cooperation, and help students modify or correct any marked deviation from acceptable behavior. When these efforts fail, the student will be subject to the disciplinary action. Privacy laws on confidentiality of student discipline referrals shall be maintained in accordance with state federal laws.

School-Wide Positive Behavior Intervention and Support (PBIS) is a state mandated data driver system that addresses student behaviors. Expectations have been developed by placing an emphasis on a school-wide system of support including proactive strategies for defining, teaching, and supporting appropriate student behaviors to create positive school environments. Expectations of positive behavior for all students within a school are introduced, modeled, and taught in areas including the classroom and nonclassroom settings (such as hallways, playgrounds, and the cafeteria). Students are rewarded for following these expectations. Interventions are enforced when these expectations are not followed. These include consequences and reteaching of the expectations.

SCHOOL DISCIPLINE POLICY AND REGULATIONS

Discipline Procedures - Before a teacher sends a student to the office for a minor offense, the following course of action will be taken:

- 1) The first time the student commits a minor disturbance in the classroom, the teacher will issue a verbal warning, hold a teacher/student conference with documentation of the conference placed in the student's folder in the office. The teacher has an option to contact the parent and try a different classroom management technique.
- 2) Before any disciplinary action is taken on a student for a minor offense, there must be written documentation in the student's folder in the office showing that an authorized school employee has made parental contact. Also, special education students will be disciplined in accordance with IDEA 97 and Bulletin 1706.

- 3) Following parental contact, with documentation, the student will be disciplined according to the procedures outlined under Classroom Disturbances.
- 4) Counseling services with the school counselor may be incorporated in the discipline plan any time it is deemed helpful or requested.

Following are disciplinary infractions that may occur at South Beauregard High School, along with their possible courses of action. Since all offenses cannot be listed, those not listed will be dealt with as they occur.

NOTE: Results of investigations, age and grade level may be factors in determining the disciplinary actions for each student. Honesty and cooperation may also be a factor in determining disciplinary actions for students.

DEFINITIONS

After Hours/Before Hours - Students must not be on school property outside designated school hours unless with permission or under teacher supervision. Only students actively supervised by teachers can be in any area of the building at any time beyond times specified by the principal. Students are never allowed in the gymnasium, stadium, or auditorium without a faculty member present to supervise their activities.

Alternate Placement – the removal of a student from their regular school setting resulting in their assignment to the Beauregard Alternative Program. Alternate Placement may be recommended by the principal for any student committing an infraction when a combined total of nine days of I.S.S. and O.S.S. have been accumulated.

Banned Items - Weapons or items which can be used as weapons are banned. The following banned items are exemplary and are not exclusive: metal afro rakes, knives, chains, head coverings (hats, caps), matches, cigarette lighters, electronic cigarettes ("e-cigs") and related items, fireworks, drug paraphernalia, all "gauges" related to body piercing, trading cards, skateboards, edibles except those obtained at school or food from home to be consumed in/at appropriate area/time, sunglasses, radios, CDs/tape players, cameras, tape recorders, beepers, TV remote controls, laser pointer lights, floppy discs, tape cassettes, video games and devices, Personal Data Assistant (PDAs), and other personal electronic devices, etc. **Beauregard Parish Schools will not be responsible for theft or loss of any of these items.** In general, only items approved for personal grooming and for school work and assignments may be brought to school. Beauregard Parish Schools will have planned picture day for students to bring cameras to school, if they choose to do so, and these days will be announced in advance. Confiscated banned items may be kept until the last day of school. Potentially dangerous items such as matches, cigarette lighters, fireworks, drug paraphernalia, etc will not be returned. The banned items apply to buses at all times unless prior approval is received from the principal.

Book Bag Policy - Athletic bags are allowed if they are not carried from class to class and will be dropped off at a designated location before school starts and picked up at the end of the school day.

Corporal Punishment - May be administered as a form of discipline for infractions of the rules in accordance with state R.S. 17:416:1. Corporal punishment shall consist of two (2) licks with a paddle administered by the principal or designee. Parents may be notified. Corporal punishment may be substituted by the principal for one day of I.S.S. or one day bus

suspension or two days detention. No form of corporal punishment shall be administered to a student with an exceptionality, excluding gifted and talented, as defined in R.S. 17:1942 or to a student who has been determined to be eligible for services under Section 504 of the Rehabilitation Act of 1973 and has an Individual Accommodation Plan.

Detention - Activities, assignments, or work held one hour before the normal school day, during lunch, one hour after the normal school day, or on weekends worked out as an option with parents, in accordance with R.S. 17:416. Schools with I.S.S. shall use I.S.S. in lieu of detention.



After a student has served lunch detention ten times, they will be assigned ISS thereafter. After serving lunch detention twenty times, the student will be assigned OSS.

Expulsion - Being barred from attending any school in Beauregard Parish until official reinstatement.

I.S.S. - In-School Suspension means removing a pupil from his normal classroom setting but maintaining him under supervision within the school. Students will be supervised by a teacher/aide in isolation. Students will complete and receive credit for required assignments submitted by their regular classroom teachers, including tests. Students will be required to complete behavior modification assignments. Students may be required to do school service activities to include picking up paper and cleaning school grounds. Absences are excused in accordance with absence and attendance policies. Students are encouraged to apologize. Any pupil who fails to comply fully with the rules for in-school suspension shall be subject to immediate outside school suspension. **NOTE:** Schools that have no I.S.S. shall have 2 days of detention or one Saturday detention for each day of I.S.S.

Indefinite Out of School Suspension – period of time when the student's discipline or behavior warrants his/her removal from their regular school setting until an Alternate Placement Hearing can take place.

O.S.S. - Outside School Suspension is an unexcused absence from class. A student removed from the classroom and suspended out of school shall be assigned school work missed and shall receive credit not to exceed 50% maximum, upon the recommendation of the student's teacher, if it is completed satisfactorily and timely as determined by the principal of his/her designee. It shall be the responsibility of the student to request missed work for the amount of time the student was removed for the classroom. **Reference: Beauregard Parish School Board Policies, File: JD, Discipline; and File JDD, Suspensions.**

S.D. - Saturday Detention: Four (4) hours - Students will be required to do school service activities to include picking up paper and cleaning school grounds. Students will be required to complete written school work. Students are responsible for bringing all classroom materials necessary to complete this work. Any student who is absent, tardy, refuses to work, does not have materials needed or refuses to complete written work will be assigned one (1) day of O.S.S. Schools with no S.D. shall use the equivalent number of hours of detention.

School Based Hearing - Parents, student and principal or his/her designee meet after six days of combined I.S.S. and O.S.S. have been accumulated to notify parents of the potential assignment to Beauregard Alternative Program or expulsion.

INFRACTIONS:

Assault/Battery of School Personnel

(Assault: threat, wherein the person receiving the threat under ordinary reasonable standards may perceive the danger of bodily harm. Battery: The unlawful and unwanted touching or striking of one person by another, with the intention of bringing about a harmful or offensive contact).

1st Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. **Law enforcement officials shall be called in and the school will press charges.**

Bullying and Hazing/Cyberbullying/Harassing Classmates (Bullying/Cyberbullying: Repeated negative behaviors intended to frighten or cause discomfort, including through the use of technology devices. Harassing: May be verbal, physical, or suggested) Reference: BPSB Policy File:JCDAF

1st Occurrence - Two days I.S.S.

2nd Occurrence - Two days O.S.S.

3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Reference: House Bill No. 364

Note: If a student believes he/she is a victim of bullying, harassing or hazing, a report should be made to any school personnel. School personnel shall report such behavior to the school's disciplinarian. (See "BPSB Policies" section of this handbook for the full Bullying and Hazing policy.)

Bus Rules Violations - A school bus is considered the same as a student classroom for all purposes of conduct and behavior. The school bus driver has the same status as a classroom teacher in this regard. Violations occurring on a bus during a field trip will be dealt with according to the field trip policy listed below.

Cell Phone/Electronic Communications Device/Wearable Technology Policy

Computer/Technology Misuse

Disrespect: Inappropriate Response

Disturbing Bus

Dress Code

Student Identification (ID) Badges, if applicable

Littering

Lying/Forgery - Intentionally telling a falsehood or giving misleading information

Miscellaneous Infractions

Unauthorized Food or Drink on Bus

Willful Disobedience (Purposeful/defiant repeated behavior which has been specifically addressed)

Major disturbance on the bus at the discretion of the school bus driver and administrator could result in more serious consequences.

1st Occurrence - Bus driver conference with student and parent.

2nd Occurrence - One day suspension from the bus

3rd Occurrence - Two days suspension from the bus.

4th Occurrence - Four days suspension from the bus.

5th Occurrence - Six days suspension from the bus.

6th Occurrence - Indefinite suspension from the bus pending hearing with superintendent/designee to consider expulsion from the bus

1st Occurrence of the following infractions will go to the 3rd Occurrence consequence.

Bullying and Hazing/Cyberbullying/Harassing Classmates

Leaving Bus Without Permission

Gambling - The playing of games of chance for money or objects of value; wagering or betting

Obscenity, Profanity, Pornographic Materials

Possession of Potentially Dangerous Items

Racial Slurs/Racial Harassment

Smoking, Chewing, and/or Possession of Tobacco Products

Stealing (Includes Possession of Stolen Goods with Knowledge)

***Any incidents not covered in this section will follow their consequences in the Handbook.**

Students fighting on a school bus en route will be placed on indefinite out of school suspension from school pending a hearing with the superintendent /designee to consider expulsion from the bus.

NOTE: Once suspended from riding the route bus, the student cannot ride any route bus in Beauregard Parish during the suspension.

Cell Phone/Electronic Communications Device/Wearable Technology Policy - All cell phones and/or electronic communication devices including but not limited to smartwatches or smart glasses, must be placed in lockers or book bags upon arrival at school. If the cell phone is not stowed away, then it can be considered in use. Cell phones or electronic communication devices, to include all wearable technology, are not permissible during the instructional day or while riding the bus. For the purpose of this policy, the instructional day will be defined to be the time students arrive on campus in the morning until the last bus leaves in the afternoon:

- a. **Students who leave school early must wait until they leave school campus, before using their cell phones/electronic communication devices/wearable technology.**
- b. **Wearable technology is defined as any technological device that can be worn on the body that can send or transmit any electronic communication.**

c. The recording or videoing with any electronic device of any staff member(s) or student(s) on school grounds or at any school function is STRICTLY prohibited and results of investigations shall determine the disciplinary action for each student. Consequences may vary from detention to indefinite suspension pending a hearing with superintendent/designee to consider expulsion. If device is used for immoral or vicious practices, voluntarily or involuntarily, the student shall be suspended pending a hearing

NOTE: Cell Phones/Electronic Communications Devices/Wearable Technology are prohibited during ALL state standardized testing. Possession of cell phones during state testing could result in test scores being voided.

If a student has a cell phone and/or any other electronic communication device that is turned on or being used, to include, but not limited to, smartwatches or smart glasses for any reason during the restricted school hours. The following consequences will be imposed and a parent will be notified.

- **1st Occurrence** - The device will be confiscated by school staff, secured in a safe location in the office and student will receive a warning – Student may pick up device at the end of the school day.
- **2nd Occurrence** - The device will be confiscated by school staff, secured in a safe location in the office and student will receive Detention – Parent may pick up device at their earliest convenience.
- **3rd Occurrence** - The device will be confiscated by school staff, secured in a safe location in the office and student will receive an ISS – Parent may pick up device at their earliest convenience.
- **4th Occurrence** - The device will be confiscated by school staff, secured in a safe location in the discipline office and student will receive an OSS - Parent may pick up device at their earliest convenience.

If a student violates this policy and refuses to turn over their electronic device, further disciplinary action will follow.

The school is not responsible for lost or stolen electronic devices, nor will time be used to investigate every stolen electronic device that is reported. The security of personal electronic devices is the sole responsibility of the student.

All confiscated devices shall be returned to a parent/guardian when a request has been made and a release form provided by the school has been signed. Parent/Guardian must sign form in person.

Cheating (cumulative)/Plagiarism

All cheating/plagiarism will result in zero on each offense.

1st Occurrence - Parental contact

2nd Occurrence - Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation.

3rd Occurrence - 2 days O.S.S.

4th Occurrence - 5 days O.S.S.

5th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Computer/Technology Misuse

Defined as any use of the Internet/computer, including hardware and/or software, that adversely affects its operation in pursuit of teaching and learning or results in illegal or inappropriate activities. **Reference: File: IFBGA; Beauregard Parish 'Acceptable Use' Parent/Student Contract for Telecommunication Services**

Any Occurrence - Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Cutting Class or Leaving Class Without Permission

1st Occurrence - One day Saturday Detention

2nd Occurrence - Two days I.S.S.

3rd Occurrence - Two days O.S.S.

4th Occurrence - Four days O.S.S.

5th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Deliberate Acts Which Cause a Puncture, Bleeding or Other Injury

1st Occurrence - Three days O.S.S.

2nd Occurrence - Six days O.S.S.

3rd Occurrence - Indefinite suspension pending a hearing with the superintendent/designee to consider expulsion.

Deliberate Destruction of School Property and/or Personal Property on School Grounds or During School Activities at Any Time - Instigates, initiates, escalates, or participates in acts which would result in destruction of school property (Law enforcement officials may be called in)

1st Occurrence - Two days O.S.S. to indefinite suspension until satisfactory restitution or restitution agreement is made by the offending student(s).

2nd Occurrence Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion with restitution made by the offending student(s). **NOTE:** The accident destruction of property requires payment of damages by the student(s) involved.

NOTE: Arson and attempted arson will be dealt with as 2nd Occurrence above.

Disrespect Inappropriate Response

Talking back in a normal voice or under the breath, rolling the eyes, etc.

1st Occurrence - Teacher conference with student and contact parent. Send documentation to office. Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation.

2nd Occurrence - Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1

Saturday detention as approved by school administrator. As appropriate, the administrator may either modify or enforce the discipline recommended by the teacher or enforce 3rd Occurrence - Two days of S.D., or 1 day S.D. and 1 day I.S.S.

4th Occurrence - Two days of O.S.S.

5th Occurrence - Four days of O.S.S. with reinstatement pending a school-based hearing.

6th Occurrence Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Disrespect: Major

Profanity toward a staff member, calling a teacher a name, direct refusal to obey, verbal aggression toward a school staff member. Major disrespect directed toward the administration or his/her designee will result in indefinite out of school suspension pending hearing with the superintendent/designee to consider alternate placement or expulsion.

1st Occurrence - Two to four days O.S.S.

2nd Occurrence - Five days O.S.S.

3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

NOTE: Student will be removed from school immediately for major disrespect.

Distribution/Possession/Use/Under the Influence of Drugs or Alcohol

Including imitation or counterfeit controlled substance and prescription, non-prescription medication.

1st Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Law enforcement shall be called. Board Policy will be followed. File: JCDAC **Reference: State Law R.S. 17:416**

Disturbing Class

Any act that prevents a teacher from carrying out his/her planned lesson.

1st Occurrence - Teacher conference with student and contact parent (Send documentation to the office).

2nd Occurrence - Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation.

3rd Occurrence - Two days I.S.S.

4th Occurrence - Two days I.S.S. and 1 day S.D.

5th Occurrence - Two days O.S.S.

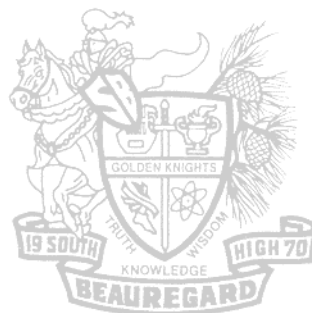
6th Occurrence - Four days of O.S.S. with reinstatement at the School Board Office

7th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Dress Code for Students

DRESS AND GROOMING

It is the policy of the Beaugard Parish School Board to provide equal educational opportunities without regard to race, color, national origin, sex, age, mental and/or physical challenge or veteran status in its educational programs or activities. Inquiries



concerning application of this policy may be referred to the appropriate personnel as outlined on the "Policy Notification" statement which is to be posted in all board owned facilities and shall be distributed and in-serviced to all employees, students and parents/guardians prior to and/or during the opening of school and shall be published in all handbooks (student, etc.) and other instances/documents requiring such notification. The principal or designee will make the final decision as to what is considered proper and improper dress.

Dress Code (includes riding the bus to and from school)

Student dress and grooming are not to adversely affect the students' participation in classes, school programs, other school-related activities or detract from the learning environment of the school. Extremes in styles and fit in student dress and extremes in style of grooming will not be permitted.

Administrators are authorized to use their discretion in determining extremes in styles of dress and grooming and what is appropriate and suitable for school wear. No student shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, blade, symbols, sign or other things which are evidence of affiliation with drugs, alcohol, violence or gang-related activities or exhibits profane or obscene language/gestures. Policies regarding dress and grooming stress the importance of reducing distractions that inhibit learning and are addressed as an attempt to enhance the learning environment. **Because students represent their respective schools during school-related activities and field trips, student dress and grooming may be adhered to during these events throughout the year at the discretion of the principal.**

1. **Hair** – must be neat, clean and out of the eyes. Designs, colors and/or styles which distract from the learning environment and/or student's performance are prohibited. No picks or combs (other than those designed for a hair style) are permitted.

2. **Facial Hair** – Male students are prohibited from wearing beard or goatees; sideburns may be worn to the base of the earlobe. Students may wear a neatly trimmed mustache. Students with a skin condition will be dealt with on an individual basis.

3. **Articles of Clothing**

- a. (1) Pants/trousers/shorts/skirts shall be worn at the waist (not in a "sagging" manner).
- (2) No pockets below the hips on pants, skirts, or shorts.
- (3) No excessively tight or loose pants/trousers/shorts/skirts shall be permitted.
- (4) Skirts and shorts shall be knee-length or longer.
- (5) No outer garment shall be tied around the neck or waist.
- (6) Clothing that has been altered by cutting, ripping, or fraying from original garment is not allowed.
- b. Warmups, jogging, and/or sweat suits are permissible only in physical education classes as long as they are sized appropriately and are not sheer and/or see-through.
- c. Clothing that advertises alcoholic beverages, tobacco products, drugs or those with obscene or offensive printing on them shall not be permitted.
- d. No student (male or female) will be permitted to bring or wear a cap(s), hat(s), skull cap(s), and/or bannanna(s) on school property, including school buses, during the regular school day, unless otherwise notified by the administration. This prohibition may extend to any school-related field trips taken by the students during the school year. (Knit caps are permissible outdoors during cold weather.)

e. **Earrings and piercings:**

Girls: Small studs or small earrings may be worn in each earlobe. Any other piercing jewelry including, but not limited to, body piercing, lip piercing, nose piercing and eyebrow piercing is not permitted to be worn at school or at school functions as such piercings and piercing jewelry poses a substantial health risk to the wearer and others. Further, any piercing jewelry other than the permissible ear studs or earrings are not included in the long-standing community standard of dress and may cause a substantial disruption of school activities and a distraction from learning for the student wearing such jewelry and, for other students.

Boys: Neither ear studs and/or earrings nor any other piercings and piercing jewelry, including, but not limited to, body piercing, lip piercing, nose piercing and eyebrow piercing is permissible at school or at school functions in keeping with long-standing community standards of dress. Further, such piercing jewelry may cause a substantial disruption of school activities and a distraction from learning for the student wearing such jewelry and, for other students.

f. **Jewelry:** Students are not permitted to wear heavy chains, heavy medallions, or excessive jewelry. Also see: "Banned Items" in this handbook.



- g. **Standard watches are permissible.** – Watches that distract from the learning environment of the student(s) and serve additional functions other than to keep time are prohibited (i.e. game watches, calculator watches and/or electronic telecommunication devices/watch beepers, etc.) from school campuses during the regular school day.
- h. **Sunglasses,** other than prescription are not permitted.
- i. **Body Armor** – Students may not wear or possess body armor on any school board property, school campus, at a school-sponsored function, on a school bus or other school transportation, or in a firearm-free zone. Body armor shall mean bullet-resistant, metal or other material intended to provide protection from weapons or bodily injury. **R.S.14:95.9**

Dress Code Compliance - Violations of the Student Dress Code Policy shall be addressed as follows:

A student in violation of the Student Dress Code Policy shall immediately be referred to the administration. If the determination is made that the student is in violation of the Student Dress Code Policy, the following steps shall be taken.

- 1) The student will have an opportunity to modify his/her appearance and subsequently be admitted to class.
- 2) If the student is unable to modify his/her appearance to conform to the Student Dress Code Policy, the student's parent/guardian shall be immediately notified of the violation and requested to bring proper clothing to the campus.
- 3) If the parent/guardian cannot be contacted by phone or otherwise or if the proper clothing is not brought to the campus, the student shall be sent to a designated area determined by the administration for the remainder of the school day. Assignments will be requested and worked toward completion while isolated from the general student population. A letter shall be sent home with the student at the end of the regular day to his/her parent/guardian stating the violation, and future violations may result in further disciplinary actions as stated below.

1st Offense - Warning from administration - contact parents-change of clothes.

2nd Offense - Saturday detention or One day I.S.S.

3rd Offense - Two days I.S.S.

4th Offense - One day O.S.S.

5th Offense - Two days O.S.S. with reinstatement pending school based hearing.

6th Offense - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Extortion

The deliberate act of one student threatening or forcing another student to give up personal possessions.

1st Occurrence - Four days of O.S.S.

2nd Occurrence - Five days of O.S.S. with reinstatement at the School Board Office

3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Field Trips

Students may be banned from field trips for violations of school policy. Students will be banned from the next successive field trip (in addition to discipline according to parish policy) for committing the following infractions: use/possession/under the influence of alcohol, drugs, tobacco, fighting, stealing, deliberate destruction of property, major disrespect, possession of dangerous items/weapons, indecent exposure, molesting students, indecent behavior, sexual harassment, obscenity, profanity, pornographic materials, racial slurs, gambling, tampering with fire alarms, assault on school personnel/chaperones, and any other serious infraction. The principal shall determine the appropriate dress code for the field trip. On field trips, athletic events or other extracurricular activities, telecommunication devices may be possessed/used at the discretion of the principal or his/her designee.

Fighting/Assault/Battery

(Assault: Threat, wherein the person receiving the threat under ordinary reasonable standards, may perceive the danger of bodily harm. Battery: The unlawful and unwanted touching or striking of one person by another, with the intention of bringing about a harmful or offensive contact).

Students are prohibited from assault and/or battery on anyone on school property, under the jurisdiction of the school, or at school related events. If a fight occurs which, as a result, medical attention is sought with knowledge and/or recommendation of the school administration, law enforcement officials may be contacted to remove the students involved and take appropriate action. The school will continue to take any other appropriate action it deems necessary.

Furthermore, if as a result of a fight or intentional physical altercation between or among students, a bodily injury results which requires immediate medical attention with the knowledge and/or recommendation of the school administration, the student(s) causing the physical injury shall be responsible for the medical expenses incurred. Said expenses shall be reimbursed or arrangements made thereof before the student responsible for the injury can return to school.

Following the initial arrangement for reimbursement, all payments will be made by the responsible student and his/her parent(s) or guardian(s) directly to the injured student and his/her parent(s) or guardian(s). The school bears no responsibility in the collection of the debt. Any renegotiation of the original financial obligation is the responsibility of the injured student and his/her parent(s) or guardian(s).

Fighting: No Weapon

Instigates, initiates, escalates, or participates in a fight.

1st Occurrence - One to five days O.S.S. with mandatory school based hearing.

2nd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

NOTE: The police may be called and additional suspension days may be assigned pending a hearing when the severity of the fight and/or resulting danger to students is such that the principal deems it necessary. **Instigators who are not participants of fights will be penalized the same as participants of fights.**

Results of investigations shall determine the disciplinary actions for each student in a situation involving fighting.

In the event of gang fighting where two or more students fight another student, the additional students involved will be placed on indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Fighting: School Bus En Route

Any Occurrence - Students fighting on a school bus en route will be placed on indefinite out of school suspension from school pending a hearing with the superintendent/designee to consider expulsion from the bus.

Fighting: With a weapon

Knife, gun, pipe, chain, brass knuckles, or any object that could be used in fighting or as a weapon. These items are exemplary and are not exclusive.

1st Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Law enforcement will be called.

Fire Alarm: Pulling any emergency alarm including bus.

1st Occurrence - Three days O.S.S.

2nd Occurrence - Six days O.S.S.

3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Gambling - The playing of games of chance for money or objects of value; wagering or betting

1st Occurrence - Two days I.S.S.

2nd Occurrence - Four days I.S.S.

3rd Occurrence - Two days O.S.S.

4th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Gang-Related Activities – Display of gang colors, signs, graffiti, body armor, recruitment for gang membership or any other gang-related activity.

Any occurrence – Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Hazing - Hazing shall mean any knowing behavior, whether by commission or omission, of any student to encourage, direct, order, or participate in any activity which subjects another student to potential physical, mental, or psychological harm for the purpose of initiation or admission into, affiliation with, continued membership in, or acceptance by existing members of any organization or extracurricular activity at a public elementary or secondary school, whether such behavior is planned or occurs on or off school property, including any school bus and school bus stop. Hazing does not mean any adult-directed and school-sanctioned athletic program practice or event or military training program.

Any Occurrence - Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Student Identification (ID) Badges, if applicable - Students enrolled in and attending a Beauregard Parish school where ID's are mandatory, are required to have the ID Badge visible on upper body at all times during the instructional day. Students may be provided a temporary ID badge three times during a 9-week grading period.

- 1st Occurrence: Warning
- 2nd Occurrence: Detention
- 3rd Occurrence: Detention
- 4th Occurrence: One day of Saturday Detention or ISS
- 5th Occurrence: One day of ISS
- 6th Occurrence: One day of ISS and One day of Saturday Detention
- 7th Occurrence: One day of OSS
- 8th Occurrence: Two days of OSS
- 9th Occurrence: Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Indecent Behavior/Indecent Exposure/Molesting Students/Sexual Harassment

By definition, Sexual Harassment includes exposing private body parts, making sexual or obscene gestures with body parts, verbal or written sexual remarks, comments, jokes, slurs, or gestures of a sexual nature, touching students in private areas, visual harassment such as derogatory or offensive posters, cards, cartoons, graffiti, drawings, looks, or gestures. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct of a sexual nature, including gender-based harassment that creates an intimidating, hostile or offensive educational environment. Harassment does not only depend upon the perpetrator's intention, but also upon how the person who is the target perceives the behavior or is affected by it. Indecent behavior includes transfer of bodily fluids including spitting, etc.

Any Occurrence - Three days O.S.S. to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Leaving Campus Without Permission

1st Occurrence - Two days O.S.S. (May be served at school with parental permission) 2nd Occurrence - Four days O.S.S.

3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Littering

1st Occurrence - Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation

2nd Occurrence - One day I.S.S. or one day S.D.

3rd Occurrence - Two days I.S.S.

4th Occurrence - One day O.S.S.

5th Occurrence - Three days O.S.S. with reinstatement at a school based hearing

6th Occurrence - Four days O.S.S. to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Lying - Intentionally telling a falsehood or giving misleading information

Any Occurrence - Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Miscellaneous Infractions

Miscellaneous infractions may ideally be handled by the supervising teacher. Miscellaneous infractions include body contact, banned items deemed not dangerous, cafeteria rules violation, forgery, horse playing, public displays of affection, running in the hall(s) or sidewalk(s), unauthorized chewing gum, unauthorized eating in class, unauthorized food/drink on campus, etc.

1st Occurrence - Supervising teacher may administer detention, recess detention, lunch detention. 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation.

2nd Occurrence - One day I.S.S. or one day S.D.

3rd Occurrence - Two days I.S.S.

4th Occurrence - One day of O.S.S.

5th Occurrence - Three days of O.S.S. with reinstatement at a school-based hearing

6th Occurrence - Four days of O.S.S. to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Obscenity, Profanity, Pornographic Materials

1st Occurrence - One to Three days I.S.S.

2nd Occurrence - One day O.S.S.

3rd Occurrence - Three days O.S.S.

4th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Possession of Potentially Dangerous Items: Matches, cigarette lighters, fireworks, or drug paraphernalia, etc. and/or use of same. These items will be confiscated and not returned. The penalty for having drug paraphernalia or setting off fireworks drops to the penalty for the 4th Occurrence.

1st Occurrence - Three days I.S.S.

2nd Occurrence - Two days O.S.S.

3rd Occurrence - Four days O.S.S.

4th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Possession of a Weapon - A weapon may be defined as a knife** club, gun, chain, or any other object deemed dangerous on the school grounds, on the school bus, and/or at any school-sponsored event, during or after regular school hours. Possession of any firearm or firearm device on campus (including in a vehicle) is a violation of Board Policy. Other types of weapons will be determined by the principal.

Any Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Law enforcement officials may be contacted. There will be a hearing with superintendent/designee.

Reference: State Law R.S. 17:416 and IDEA 1997

****Note: Result of investigation, age and grade level may be factors in determining the disciplinary actions for PreK-5 students.**

Racial Slur/Racial Harassment

(Unwelcome verbal, written or physical conduct directed towards others solely on the basis of his/her race or national origin)

1st Occurrence - Three days I.S.S.

2nd Occurrence - Two days O.S.S.

3rd Occurrence - Four days O.S.S.

4th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Smoking, Chewing, and/or Possession of Tobacco Products, Electronic Cigarettes ("E-Cigs"), and Related Items

1st Occurrence - Three days I.S.S.

2nd Occurrence - Two days O.S.S.

3rd Occurrence - Four days O.S.S.

4th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

VAPES, Electronic Cigarettes ("E-Cigs") and Related Items on School Grounds or during School Activities at any time

1st Occurrence - Three days O.S.S. with a mandatory School-Based Hearing with Safety Video required

2nd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement.

Stealing (Includes Possession of Stolen goods with Knowledge)

Any Occurrence - Two days I.S.S. to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Indefinite suspension until satisfactory restitution or restitution agreement has been made by the offending student(s); law enforcement may be called.



Tardiness

A student shall be considered tardy **to class** if the student is not in the classroom when the bell to begin each class ceases. A student shall be considered tardy **to school** if the student is not in his/her homeroom/first period class when the bell to begin homeroom/first period ceases. **Tardy shall also mean leaving or checking out of school unexcused prior to the regularly scheduled dismissal.** Tardiness on the part of students shall not be tolerated.

Students, who exhibit tardiness shall be subject to disciplinary action, appropriate under the circumstances. Parents of students who continue to be tardy shall be notified for a conference with the principal, and the student may be subject to suspension from the school and the parent/legal guardian subject to court fines or community service. Reference: File: JBD Student Absence and Excuses, also attendance policy in handbook.

Oversleeping, missing the bus, shopping, checking out to go to lunch, haircut appointments, etc., are not legitimate excuses. Locker problems will not be excused as students should report immediately to their teacher whenever they have a locker problem. Students are responsible for planning allotted time for getting to and from class.

The discipline administered for tardies is based on the accumulation of unexcused tardies. The number of tardy infractions will be accumulative throughout the school year. The punishment for tardy infractions is as follows:

1st Tardy per class - Verbal warning by teacher and parents contacted by letter or phone by teacher

2nd Tardy per class - One day detention/Saturday detention

3rd Tardy - One day I.S.S. or detention/Saturday detention

4th Tardy - One day I.S.S. and one Saturday detention

5th Tardy - One day O.S.S.

6th Tardy - Two days O.S.S.

7th Tardy - Indefinite out of school suspension pending a school-based hearing

8th Tardy - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

NOTE: Any student more than ten minutes late to a class will be deemed as cutting class, and the student will be sent to the office with a referral form. In order for a student to acquire an excused tardy, he/she must secure permission from that period's teacher **prior** to being tardy. Students late for first hour class will be referred to the office where it will be determined if they are tardy, absent or cutting class.

Threatening

Any Occurrence - Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Tuancy / Cutting School

1st Occurrence - Two days O.S.S. (May be served at school with parental permission)

2nd Occurrence - Four days O.S.S.

3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

The District Attorney's Office will be contacted in cases that become habitual.

Unauthorized Food or Drink on Campus Students may bring their own lunches to school to be eaten in the cafeteria or assigned area at lunch time. Drinks brought from home for cafeteria consumption must be in a thermos. Canned, glass, bottled or fountain drinks cannot be consumed in the school cafeteria. Consequences will be the same as miscellaneous infraction.

NOTE: No student is allowed to bring lunches from fast food restaurants unless this is necessary due to a medical problem; this must be verified by a physician's note. Students may not order food to be delivered to school.

Unauthorized/Unsupervised Area on School Ground at Any Time (Student found in)

1st Occurrence - Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation.

2nd Occurrence - One day Saturday Detention

3rd Occurrence - Two days Saturday Detention

4th Occurrence - One day O.S.S.

5th Occurrence - Indefinite suspension pending a school-based conference

6th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Violating of Federal or State Law not covered in the Student Handbook

Any Occurrence - Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Willful Disobedience (Purposeful / defiant repeated behavior which has been specially addressed)

1st Occurrence - One day I.S.S. and teacher contacts parent

2nd Occurrence - Two days I.S.S.

3rd Occurrence - Two days I.S.S. and One Saturday detention

4th Occurrence - Two days O.S.S.

5th Occurrence - Four days O.S.S.

6th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

SPECIAL NOTICE

Any student who has been expelled shall not be admitted to any public school within the same school system, or in any other parish or city school system in the state, except upon the review and approval of the school board of the school system which that student seeks admittance.

Any student out of school suspended, alternately placed or expelled **CANNOT** attend any Beauregard Parish school function or be on school property until his/her reinstatement. Any student in violation may be subject to further disciplinary actions including being forbidden from attending all activities for the remainder of the school year. Police may be called to remove student.



BEAUREGARD PARISH POLICY CONCERNING BULLYING AND HAZING

BULLYING AND HAZING (FILE:JCDAF)

The Beauregard Parish School Board is committed to maintaining a safe, orderly, civil and positive learning

environment so that no student feels bullied, threatened, or harassed while in school or participating in school-related activities. Students and their parents/guardians shall be notified that the school, school bus, and all other school environments are to be safe and secure for all. Therefore, all statements or actions of a bullying or hazing made on campus, at school-sponsored activities or events, on school buses, at school bus stops, and on the way to and from school shall not be tolerated. These statements or actions of bullying or hazing towards other students, school personnel, or school property shall be unacceptable. All students, teachers, and other school employees shall take responsible measures within the scope of their individual authority to prevent violations of this policy.

Bullying shall mean:

1. A pattern of any one or more of the following:
 - A. Gestures, including but not limited to obscene gestures.
 - B. Written, electronic, or verbal communications, including but not limited to calling names, threatening harm, taunting, malicious teasing, or spreading untrue rumors. *Electronic communication* includes but is not limited to a communication or image transmitted by email, instant message, text message, blog, or social networking website through the use of a telephone, mobile phone, pager, computer, or other electronic device.
 - C. Physical acts, including but not limited to hitting, kicking, pushing, tripping, choking, damaging personal property, or unauthorized use of personal property.
 - D. Repeatedly and purposefully shunning or excluding from activities.
2. Where the pattern of behavior as enumerated above is exhibited toward a student, more than once, by another student or group of students and occurs, or is received by, a student while on school property, at a school-sponsored or school-related function or activity, in any school bus or van, at any designated school bus stop, in any other school or private vehicle used to transport students to and from schools, or any school-sponsored activity or event.
3. The pattern of behavior as provided above must have the effect of physically harming a student, placing the student in reasonable fear of physical harm, damaging a student's property, placing the student in reasonable fear of damage to the student's property, or must be sufficiently severe, persistent, and pervasive enough to either create an intimidating or threatening educational environment, have the effect of substantially interfering with a student's performance in school, or have the effect of substantially disrupting the orderly operation of the school.



Hazing shall mean any knowing behavior, whether by commission or omission, of any student to encourage, direct, order, or participate in any activity which subjects another student to potential physical, mental, or psychological harm for the purpose of initiation or admission into, affiliation with, continued membership in, or acceptance by existing members of any organization or extracurricular activity at a public elementary or secondary school, whether such behavior is planned or occurs on or off school property, including any school bus and school bus stop. Hazing does not mean any adult-directed and school-sanctioned athletic program practice or event or military training program.

Any solicitation to engage in hazing, and the aiding and abetting another person who engages in hazing shall be prohibited. The consent, stated or implied, of the hazing victim shall not be a defense in determining disciplinary action.

NOTICE TO STUDENTS AND PARENTS

The School Board shall inform each student, orally and in writing, at the required orientation conducted at the beginning of each school year, of the prohibition against bullying or hazing of a student by another student; the nature and consequences of such actions; including the potential criminal consequences and loss of driver's license, and the proper process and procedure for reporting any incidents involving such prohibited actions. A copy of the written notice shall also be delivered to each student's parent or legal guardian.

REPORTING

The principal or his/her designee shall be authorized to receive complaints alleging violation of this policy. All employees, parents, volunteers, or any other school personnel shall report alleged violations to the principal or his/her designee. Any written or oral report of an act of bullying or hazing shall be considered an official means of reporting such act(s). Complaints, reports, and investigative reports of bullying or

hazing shall remain *confidential*, with limited exception of state or federal law.

The reporting of incidents of bullying or hazing shall be made on the *Bullying Report* form, which shall include an *affirmation of truth*. Any bullying or hazing report submitted, regardless of recipient, shall use this form, but additional information may be provided.

Students and Parents

Any student who believes that he/she has been, or is currently, the victim of bullying or hazing or any student, or any parent or guardian, who witnesses bullying or hazing or has good reason to believe bullying or hazing is taking place, may report the situation to a school official, who in turn shall report the situation to the principal or his/her designee. A student, or parent or guardian, may also report concerns regarding bullying or hazing to a teacher, counselor, other school employee, or to any parent chaperoning or supervising a school function or activity. Any report shall remain *confidential*.

School Personnel Any school employee, whether full- or part-time, and any parent/volunteer chaperoning or supervising a school function or activity, who witnesses or learns of bullying or hazing from a student or parent, shall report the incident to the principal or his/her designee. Verbal reports shall be submitted by the employee or parent/volunteer on the same day as the employee or parent/volunteer witnessed or otherwise learned of the incident, and a written report shall be filed no later than two (2) days thereafter.

All other members of the school community, including students, parents or legal guardians, volunteers, and visitors shall be encouraged to report any act that may be a violation of this policy to the principal or his/her designee.

False Reports

Intentionally making false reports about bullying or hazing to school officials shall be prohibited conduct and shall result in appropriate disciplinary measures as determined by the School Board.

INVESTIGATION

Investigations of any reports of bullying or hazing of a student by another student shall be in accordance with the following:

1. Timing

The school shall begin an investigation of any complaint that is properly reported and that alleges the prohibited conduct the next business or school day after the report is received by the principal or his/her designee. The investigation shall be completed not later than ten (10) school days after the date the written report of the incident is submitted to the principal or his/her designee. If additional information is received after the end of the ten-day period, the school principal or his/her designee shall amend all documents and reports required to reflect such information.

2. Scope of Investigation

An investigation shall include documented interviews of the reporter, the alleged victim, the alleged bully or offender, and any witnesses, and shall include obtaining copies or photographs of any audio-visual evidence. Interviews must be conducted privately, separately, and confidentially. At no time shall the alleged offender and alleged victim be interviewed together. The principal or his/her designee shall collect and evaluate all facts.

3. Parental Notification

Upon receiving a report of bullying or hazing, the school shall notify the parents or legal guardians of the alleged offender and the alleged victim no later than the following business or school day. Delivery of notice to the parents or legal guardians by an involved student shall **not** constitute the required parental notice. Before any student under the age of eighteen (18) is interviewed, his/her parent or legal guardian shall be notified by the principal or his/her designee of the allegations made and shall have the opportunity to attend any interviews with their child conducted as part of the investigation. All meetings with the parents or legal guardians of the alleged victim and the parents or legal guardians of the alleged offender shall be in compliance with the following:

- A. Separate meetings shall be held with the parents or legal guardians of the alleged victim and the parents or legal guardians of the alleged offender.
- B. Parents or legal guardians of the alleged victim and of the alleged offender shall be informed of the potential consequences, penalties, and counseling options.

In any case where a teacher, principal, or other school employee is authorized to require the parent or legal guardian of a student who is under the age of eighteen (18) and not judicially emancipated or emancipated by marriage to attend a conference or meeting regarding the student's behavior and, after notice, the parent,



tutor, or legal guardian willfully refuses to attend, the principal or his/her designee shall file a complaint, pursuant to Louisiana Children's Code, Article 730 or 731, with a court exercising juvenile jurisdiction. The principal may also file a complaint on the grounds the student is a truant or has willfully and repeatedly violated school rules, or any other applicable ground when, in his/her judgment, doing so is in the best interests of the student.

4. Documentation

At the conclusion of an investigation of bullying or hazing, and after meeting with the parents or legal guardians, the principal or his/her designee or School Board shall:

- A. Prepare a written report containing the findings of the investigation, including input from students' parents or legal guardians, and the decision by the principal or his/her designee or school system official. The document shall be placed in the school records of both students.
- B. Promptly notify the reporter/complainant of the findings of the investigation and whether remedial action has been taken, if such release of information does not violate the law.
- C. Keep reports/complaints and investigative reports confidential, except where disclosure is required to be made by applicable federal laws, rules, or regulations or by state law.
- D. Maintain reports/complaints and investigative reports for three (3) years.
- E. As applicable, provide a copy of any reports and investigative documents to the School Board for disciplinary measures, or to the Louisiana Department of Education, as necessary.

During the pendency of an investigation, the school district may take immediate steps, at its discretion, to protect the alleged victim, students, teachers, administrators or other school personnel pending completion of the investigation. (Moved from above)

APPEAL

If the school principal or his/her designee does not take timely and effective action, the student, parent, or school employee may report, in writing, the incident to the School Board. The School Board shall begin an investigation of any properly reported complaint that alleges prohibited conduct the next business day during which school is in session after the report is received by the School Board. If the School Board does not take timely and effective action, the student, parent, or other school employee may report any bullying incident to the Louisiana Department of Education.

RETALIATION

Retaliation against any person who reports bullying or hazing in good faith, who is thought to have reported such conduct, who files a complaint, or who otherwise participates in an investigation or inquiry concerning allegations of bullying or hazing is prohibited conduct and subject to disciplinary action.

CHILD ABUSE

The provisions of this policy shall not be interpreted to conflict with or supersede the provisions requiring mandatory reporting pursuant to Louisiana Children's Code, Art. 609 and as enforced through La. Rev. Stat. Ann. §14:403.

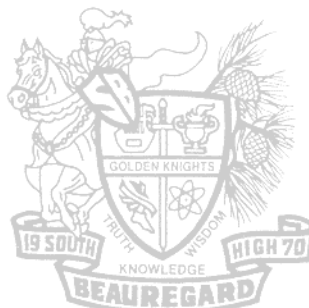
DISCIPLINARY ACTION

Once a report has been received at a school, and a school principal or his/her designee has determined that an act of bullying, hazing, or similar behavior has occurred, and after having met with the parent or legal guardian of the student involved, the principal or his/her designee, or applicable school official shall take prompt and appropriate disciplinary action against the student, and report criminal conduct to law enforcement. Counseling and/or other interventions may also be recommended.

PARENTAL RELIEF

If a parent, legal guardian, teacher, or other school official has made four (4) or more reports of separate instances of bullying, and no investigation pursuant to state law or this policy has occurred, the parent or legal guardian of the alleged victim may request that the student be transferred to another school operated by the School Board. Such request shall be filed with the Superintendent. Upon receipt of the request to transfer the student to another school, the School Board shall make a seat available at another school under its jurisdiction within ten (10) school days of the parent or legal guardian's request for a transfer. If the School Board has no other school under its jurisdiction serving the grade level of the victim, within fifteen (15) school days of receiving the request, the Superintendent shall:

1. Inform the student and his/her parent or legal guardian and facilitate the student's enrollment in a statewide virtual school.
2. Offer the student a placement in a full-time virtual program or virtual school under the School Board's jurisdiction.
3. Enter into a memorandum of understanding with the Superintendent or director of another governing authority to secure a placement and provide for the transfer of the student to a school serving the grade level of the student, in accordance with statutory provisions. If no seat or other placement is made available within thirty (30) calendar days of the receipt of the request by the Superintendent, the parent or legal guardian may request a hearing with the School Board, which shall be public or private at the option of the parent or legal guardian. The Board shall grant the hearing at the next scheduled meeting or within sixty (60) calendar days, whichever is sooner. At the end of any school year, the parent or legal guardian may make a request to the School Board to transfer the student back to the original school. The School Board shall make a seat available at the original school that the student attended. No other schools shall qualify for transfer under this provision.



POLICIES CONCERNING ALCOHOL AND DRUG ABUSE

Behavior Code (File:JCDA)

PRESCRIBED/NON-PRESCRIBED CONTROLLED SUBSTANCES

The Board directs that each student shall be specifically prohibited from being under the influence of, bringing, or consuming, or having in his possession on a school bus, on school premises, or at a school function away from the school, any alcoholic beverages, intoxicating liquors, narcotic drugs, prescription medications, marijuana, nitrate base inhalants, imitation or counterfeit controlled substances, or other controlled substances as defined by state statutes, unless dispensed by a licensed physician allowed by law.

- A) On the school grounds during and immediately before or immediately after school hours.
- B) On the school grounds at any other time when the school is being used by a school group.
- C) Off the school grounds at a school activity, function, or event. Students under the treatment of a physician shall register with the office any and all authorization from said physician for the use of a prescribed controlled substance.

NOTE: Any violation of any provision of this code shall constitute sufficient grounds to cause the principal and/or superintendent to formulate charges against a student or students, and such charges, if proven correct, shall result in disciplinary action which is in accordance with parish policy and state law.

STUDENT SMOKING/USE OF TOBACCO (FILE: JCDA)

Students shall not be permitted to have tobacco in their possession or to smoke on the school grounds, or in school buildings during the school day, or at school activities held in school buildings after school hours, or when riding school buses to and from school. Parental permission to smoke or use tobacco does not exempt a student from this policy.

STUDENT ALCOHOL AND DRUG USE (FILE: JCDAC)

The Beauregard Parish School Board is dedicated to providing a drug-free learning environment for the students attending public schools. The use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. The Superintendent shall be responsible for maintaining appropriate procedures for detection of alcohol, drugs, or any imitation or other controlled substance. Any student found in violation of the above shall be suspended and recommended for expulsion by the principal.

Any student who distributes, sells, or dispenses in any manner or form whatsoever a controlled dangerous substance as defined by state law to another student or anyone else while on the school premises shall be expelled pursuant to the provisions and guidelines as set forth in state law.

NOTE: Research indicates energy/stimulant products provide adverse reactions in students. At the discretion of the principal, they may be banned from the school campus and activities.

REPORTS OF SUBSTANCE ABUSE

State law mandates that teachers and other school employees report suspected substance abuse in school. These cases shall be reported to the principal. The principal must report each case of possession, distributing, sales or manufacturing to the proper law enforcement authority.

Expulsion (File:JDE)

A student arrested for intentional distribution or possession with intent to distribute any illegal drug or substance on school property shall be referred by the principal or designee, within five (5) days of arrest, for testing or screening by a qualified medical professional for evidence of abuse of alcohol, drugs or other dangerous substances. If treatment is needed, and the student agrees to cooperate in the recommended treatment, as certified in writing by the medical professional, such documentation may be used to initiate reopening the student's disciplinary case. The School Board shall take into consideration the student's agreement for professional treatment in making any final decision on any disciplinary action.



Grades PreK-12

Reports of Sexual Harassment

In accordance with parish policy, sexual harassment is a form of prohibited discrimination which contributes to an unacceptable educational environment. The Board will not tolerate sexual harassment. Such behavior should be reported to the principal or to the Supervisor of Child Welfare and Attendance who is located at the Beaugard Parish School Board Office.

REPORTS OF SEXUAL HARASSMENT

In accordance with parish policy, sexual harassment is a form of prohibited discrimination which contributes to an unacceptable educational environment. The Board will not tolerate sexual harassment. Such behavior should be reported to the principal or to the Supervisor of Child Welfare and Attendance who is located at the Beaugard Parish School Board Office. (Sexual harassment is further defined in the Discipline portion of the Student Handbook.)

DUE PROCESS PROCEDURE

Prior to any suspension, the school principal/designee shall advise the student in question of the particular misconduct of which he/she is accused, as well as the basis for such accusation. The student shall be given an opportunity at that time to explain his/her version of the facts to the school principal/designee.

Notice in writing of the suspension and the reasons thereof shall be given to the student to forward to his/her parent(s) or guardian. Any parent, tutor or legal guardian of a suspended student shall have the right to appeal to the Parish Superintendent of Schools who shall conduct a hearing on the merits.

For reinstatement, a parent or guardian must contact the school before a student returns to school after a suspension.

(Sexual harassment is further defined in the Discipline portion of the Student Handbook.)

NOTICE OF NONDISCRIMINATION

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Beaugard Parish School District are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, age, or handicap in admission or access to, or treatment or employee in, its programs and activities. Any person having inquires concerning the Beaugard Parish School District's compliance with the regulations implementing Title VI, Title IX or Section 504 is directed to call Director of Special Education (where located) 202 W. 3rd, DeRidder, Louisiana, (telephone number) 463-5551 who has been designated by the Beaugard School Board to coordinate the District efforts to comply with the regulations implementing Title VI, Title IX and Section 504.0069S admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Beaugard Parish School District are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, age or handicap in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning the Beaugard Parish School District's compliance with the regulations implementing Title VI, Title IX or Section 504 is directed to contact Assistant Superintendent (where located) 202 W. 3rd, DeRidder, Louisiana, (telephone number) 463-5551 who has been designated by the Beaugard School Board to coordinate the Districts efforts to comply with the regulations implementing Title VI, Title IX and Section 504. 00069S.



PSYCHIATRIC TREATMENT COUNSELING AND SUBSTANCE ABUSE SERVICES

The following is a partial list of information, counseling and treatment services available for our students experiencing personal or family distress. This is not intended to serve as a complete list of all services available. If you have additional referrals, please contact Marlin Ramsey, School Counseling Supervisor.

Alexandria Behavioral Health Services LLC	109 Yorktown Dr.	318-487-9895
Dr. John T. Hill, MD – Psychiatry	Alexandria, LA 71303	318-767-3339 fax
Beauregard Behavioral Health	106 W. Port St.	337-462-1641
	DeRidder, LA 70634	337-462-1354 fax
Bright Hope Counseling and Neurotherapy	701 S. Royal St.	337-463-4900
Mark Ifland, LPC)	DeRidder, LA 70634	
CENIKOR	4012 Avenue H	337-491-2355
	Lake Charles, LA 70615	337-491-4992 fax
Christus St. Patrick's Hospital	524 Dr. Michael DeBakey Dr.	888-812-2237
Behavioral Center	Lake Charles, LA 70601	337-431-7935 fax
Crossroads Regional Hospital	44 Versaille Blvd.	318-445-5111
	Alexandria, LA 71303	318-442-2261 fax
Fort Polk (military students only)	Ft. Polk, LA	337-531-3922
Behavioral Health for Child Care		
New Horizons Counseling Center	614 Esplanade	337-478-1411
Brenda Roberts, EdD, LPC, LMFT	Lake Charles, LA 70607	337-562-1489 fax
The Recover Clinic of Lake Charles	1701 Oak Park Blvd.	337-494-2436
Memorial Hospital	Lake Charles, LA 70602	337-499-6759 fax
The Psychology Clinic	2000 Southwood Drive	337-474-2682
Dr. Pat Post, Clinical Psychologist	Lake Charles, LA 70650	337-474-4601 fax



OTHER RULES & REGULATIONS

- 1) Upon arrival at school in the morning, students are to remain outside of all buildings in a designated area under the supervision of teachers until the 7:44 a.m. bell rings. In case of inclement weather, the buildings will be opened and the students will not be permitted to engage in any form of boisterous conduct.
- 2) Students are not permitted in the parking lot after arriving at school.
- 3) Restrooms should be kept neat and free from abuse of any kind. Loitering in restrooms will lead to disciplinary action.
- 4) Students are not permitted outside the classroom during normal school hours without a hall pass.
- 5) Students must be quiet and orderly when passing from class to class, when going to and from the gymnasium, the cafeteria and other places. Running, scuffling, whistling, loud talking and other forms of disorder are forbidden and will lead to disciplinary action.
- 6) Students are not to write on walls, desks, sidewalks or any similar school property.
- 7) A student out of class due to another school function has the responsibility to make up all work and tests.
- 8) No student will be allowed to chew gum in class.
- 9) Visitors will not be allowed to attend classes with friends enrolled to SBHS.
- 10) Any rule not listed above but found in the Beauregard Parish School Board Policy Manual will be enforced.
- 11) Students having dates from other schools must be signed up prior to attendance and must be in good standing with their school. A criminal background check may be completed.
- 12) Students should leave the school plant by 3:20 of each school day unless they are involved in an extra-curricular activity, after-school detention, credit recovery, or time recovery with adult supervision at all times.
- 13) The following are considered unauthorized/unsupervised areas during lunch: locker rooms, gymnasiums, areas outside library doors.

SOUTH BEAUREGARD HIGH SCHOOL'S STATEMENT OF REVIEW REGARDING DISCIPLINARY CASES

If a parent is not satisfied with a disciplinary decision, he/she may take the following steps of recourse:

- 1) Confer with the Assistant Principal
- 2) Confer with the Principal
- 3) Consult with the Assistant Superintendent
- 4) Consult with the Superintendent
- 5) Consult with the School Board

HEARINGS BEFORE THE SUPERINTENDENT

Following suspension from school for any infraction, the student may be required to report to the School Board Office for

hearing with the Superintendent/Designee to consider probation/expulsion.

HABITUAL VIOLATION OF SCHOOL POLICY EXPULSION PROCEDURES

- 1) A principal may initiate expulsion proceedings for a student following the third suspension from school for any infractions and upon committing a fourth infraction normally punishable by suspension; and for a student who commits a severe infraction as determined by the principal.
- 2) After a principal has made every reasonable effort to investigate all aspects of the disciplinary problem and is satisfied that the nature and seriousness of the offense warrants the ultimate form of disciplinary action, he shall recommend to the superintendent that the student be expelled from the school system.
- 3) The principal shall make every effort to contact the student's parent(s) or guardian by telephone if possible, notifying them of the proposed expulsion and that the student has been removed from his/her class and either kept under supervision until the close of the school day or the arrival of the parent/guardian, or placed in police custody. If the parent of the student so requests, the student shall be granted an early dismissal from school to return to his home.
- 4) The principal will mail a report of the proposed expulsion to the parent or guardian on the day of the student's removal from school, if possible; but not later than the following school day. At the same time, the principal shall notify the parent or guardian of the time, date and place of hearing. This report will be sent by certified mail, return receipt requested.
- 5) When the superintendent has proceeded with the expulsion hearing with the parent being present, he shall give written notification to the parent of his findings and action taken no later than three (3) days after the hearing. In such notice the superintendent or his designee shall inform the parent of the findings and action shall become final by ten (10) calendar days.
- 6) The hearing shall be held as soon as possible, but no later than five (5) school days after the student's removal from the school, unless a later date is agreed upon by all parties concerned. In the event the parent wishes someone else to represent the student, he/she must sign statement to this effect.
- 7) Pending the hearing by the superintendent, the student shall be denied attendance privileges.
- 8) At the hearing conducted by the superintendent or his designee, the reason concerning the cause for the proposed expulsion is to be represented by the principal in support of his recommendation. The student's prior performance and attendance may also be discussed. The student may present evidence or whatever else is appropriate in his/her behalf.

- 9) The student and his/her parents are entitled to representation by another person of their choosing including legal counsel. Such representative shall have the rights of full participation in the hearing, such personnel are afforded the same opportunity.
- 10) After hearing the case, the superintendent or his designee shall find whether the student is guilty of the principal's charges. In accordance with such findings, he may administratively transfer, suspend or expel for a limited or unlimited time, if so recommended by the principal. He may otherwise employ other lesser disciplinary measures he deems best suited to the case.
- 11) If the findings and disposition of the expulsion hearing are made at the conclusion of the hearing, the superintendent shall inform the parents and the student of his findings and disposition of the case. In any event, the superintendent shall mail (by certified mail, return receipt requested) or hand to the parents, to the Child Welfare and Attendance Section and to the principal, no later than three (3) school days after the hearing, a written notification of his findings and what action will be taken. In the event of an administrative transfer, a copy of written notification shall be sent to the receiving school.
- 12) In the event the student is expelled, the parent or guardian of the expelled student may appeal the superintendent's decision to the School Board. The appeal must be made within five (5) school days of the superintendent's decision and must be requested by certified mail.
- 13) The parent or guardian of an expelled student may, within ten (10) calendar days, appeal to the parish district court for an adverse ruling of the School Board in expelling the student.
- 14) Students may be expelled for the remainder of the school year. Students expelled during the first semester, who desire to return at mid-term, may make a request to the superintendent's office where the request will be evaluated. Students returning at mid-term will return on probation.
- 15) The conviction of any student of a felony or the incarceration of any student in a juvenile institution of an act which, had it been committed by an adult, would have constituted a felony, shall be cause for expulsion of the student for a period of time as determined by the Board; provided that such expulsions shall require the vote of two-thirds of the elected members of the School Board. (R.S. 17:4 16) as amended by ACTS 1970, No. 194, #1 and No. 306, #1

NOTE: A senior who has met all graduation requirements in the Beauregard Alternative School at the time of graduation shall receive a diploma from the sending school, but shall not be allowed to participate in the sending school's graduation ceremonies.



PUBLIC COMPLAINTS

Constructive criticism of the school is welcomed by the Beauregard Parish School Board whenever it is motivated by a sincere desire to improve the quality of the educational program or to equip the schools to do their task more effectively.

The Board has, however, confidence in its professional staff and desire to support their actions in order that they be free from unnecessary, spiteful or negative criticism and complaint. Therefore, whenever a complaint is made directly to the Board as a whole, or to a Board member as an individual, it will be referred to the school administration for study, and possible solution.

The Board advises the public that the proper channeling of complaints involving instruction, discipline or learning materials is as follows:

- 1) Properly scheduled and conducted teacher conference (if held at school, with the principal's approval).
- 2) Principal
- 3) Superintendent
- 4) School Board

The Board will consider hearing citizen complaints when they cannot be resolved by the administration. Matters referred to the Superintendent/designee must be in writing and should be specific in terms of action desired. The Board will not consider or act on complaints that have not been explored by the appropriate administrative level.

STUDENT COMPLAINTS AND GRIEVANCES

Students have both the right and responsibility to express school-related concerns and grievances to the administration.

For the discussion and consideration of a grievance, any student or group of students should request a meeting time and place of the school principal. One faculty member of the student's choice may be present at such meetings. Such time and place will be designated upon request.

Student government forums are appropriate methods by which students may voice group concerns.

Level One - The resolution of a grievance through free and informal communications as close as possible to the point of origin is encouraged. A student with a grievance may first air it with the principal.

Level Two - In the event the aggrieved person is not satisfied with the disposition of his/her grievance at Level One, he/she may file the grievance in writing with the Assistant Superintendent. Within ten (10) days from receipt of the grievance, he/she shall request a conference with the aggrieved or render a written decision to the solution.

Level Three - In the event the aggrieved person is not satisfied with the disposition of his/her grievance at Level Two, he/she may request a hearing before the Superintendent, Beauregard Parish School Board; P.O. Drawer 938; DeRidder, Louisiana; 70634

Level Four - In the event the aggrieved person is not satisfied with the disposition of his/her grievance at Level Three he/she may request the Superintendent to schedule a hearing before the School Board at its regular meeting.

Level Five - If the aggrieved person is not satisfied with the decision of the Board, he/she may wish to pursue the complaint with the appropriate governmental agencies or courts of legal jurisdiction.

The aggrieved person may select a representative to accompany him/her at each level and may ask such representative to set the facts down in a written form.

A grievance may begin at any level provided that the decision questioned occurred at that level.

EDUCATION OF STUDENTS WITH EXCEPTIONALITIES

The Beauregard Parish School Board shall provide a free appropriate public education in the least restrictive environment to every student with an exceptionality, ages three through twenty-one, who is a resident of the geographical boundaries of the school district. Special education and related services may be provided by the School Board for eligible children under three years of age. Generally, identified children shall be screened and evaluated for eligibility to receive special educational services while receiving educational support in the regular classroom. If it is determined in the evaluation process that a child has a disability, impairment, or condition that impedes educational progress, then the child is classified according to the *Pupil Appraisal Handbook*, Bulletin 1508, guidelines and becomes eligible to receive special education services. All special education services shall be performed in accordance with the regulations outlined in *Regulations for the Implementation of the Exceptional Children's Act*, Bulletin 1706.

The School Board shall establish and maintain regulations and procedures in accordance with federal and state law to ensure that students with exceptionalities and their parents are provided the necessary procedural safeguards with respect to the provision of free appropriate public education by the School Board.

SECLUSION AND RESTRAINT

The School Board recognizes that, in order for students to receive a free appropriate public education, a safe learning environment needs to be provided. In doing so, the School Board also recognizes that there are circumstances in school under which reasonable and appropriate measures and techniques will need to be employed in dealing with students with exceptionalities who pose an imminent risk of harm to self or others.

The School Board fully supports the use of positive behavior interventions and support when addressing student behavior. The School Board reserves its right, however, to use physical restraint and/or seclusion consistent with state law to address the behavior of a student with an exceptionality when school personnel reasonably believe the behavior poses an imminent risk of harm to the student or others. The School Board shall not preclude the use of physical restraint and/or seclusion performed consistent with the requirements of a student's *Individualized Education Program (IEP)* of behavior intervention/management plan.

Imminent risk of harm shall mean an immediate and impending threat of a person causing substantial physical injury to self or others.

Seclusion shall mean a procedure that isolates and confines a student in a separate room or area until he or she is no longer an immediate danger to self or others.

Seclusion room means a room or other confined area, used on an individual basis, in which a student is removed from the regular classroom setting for a limited time to allow the student the opportunity to regain control in a private setting and from which the student is involuntarily prevented from leaving.

Mechanical restraint means the application of any device or object used to limit a person's movement. Mechanical restraint does *not* include: (1) A protective or stabilizing device used in strict accordance with the manufacturer's instructions for proper use and which is used in compliance with orders issued by an appropriately licensed health care provider; and (2) Any device used by a duly licensed law enforcement officer in the execution of his/her official duties.

Physical restraint means bodily force used to limit a person's movement. Physical restraint does *not* include: (1) Consensual, solicited, or unintentional contact; (2) Holding of a student by a school employee for less than five minutes in any given hour or class period for the protection of the student or others; (3) Holding of a student by one school employee, for the purpose of calming or comforting the student, provided the student's freedom of movement or normal access to his or her body is not restricted; (4) Minimal physical contact for the purpose of safely escorting a student from one area to another; (5) Minimal physical contact for the purpose of assisting the student in completing a task or response.

Positive behavior interventions and support means a systematic approach to embed evidence-based practices and data-driven decision making when addressing student behavior in order to improve school climate and culture.

School Employee means a teacher, paraprofessional, administrator, support staff member, or a provider of related services.

The parent or other legal guardian of a student who has been placed in seclusion or physically restrained shall be notified as soon as possible. The student's parent or other legal guardian shall be notified in writing, within twenty-four (24) hours, of each incident or seclusion or physical restraint. Such notice shall include the reason for such seclusion or physical restraint, the procedures used, the length of time of the student's seclusion or physical restraint, and the names and titles of any school employee involved.

The director or supervisor of special education shall be notified any time a student is placed in seclusion or is physically restrained.

A school employee who has placed a student in seclusion or who has physically restrained a student shall document and report each incident. Such report shall be submitted to the school principal not later than the school day immediately following the day on which the student was placed in seclusion or physically restrained and a copy shall be provided to the student's parent or legal guardian.

This policy and the guidelines and procedures maintained by the Superintendent and staff shall be provided to all school employees and every parent of a child with an exceptionality. All instances where seclusion or physical restraint is used to address student behavior shall be reported by the School Board to the Louisiana Department of Education.

Guidelines and Procedures

The School Board shall require the Superintendent and staff to maintain adequate written guidelines and procedures governing the use of seclusion and physical restraint of students in accordance with federal and state law, as well as regulations and guidelines promulgated by the Louisiana Board of Elementary and Secondary Education (BESE). The School Board shall approve written guidelines and procedures regarding appropriate responses to student behavior that may require immediate intervention using seclusion and/or restraint. The written guidelines and procedures shall be provided to all school employees and every parent of a student with an exceptionality and shall include reporting requirements and follow-up procedures, including notification requirements for school officials, notification to the student's parent or legal guardian, and reporting of seclusion and restraint incidents to the Louisiana Department of Education.

Follow-Up

Following any situation resulting in the use of seclusion or restraint of a student, a *Functional Behavioral Assessment* (FBA) should be considered. If a student subject to the use of seclusion or physical restraint is involved in five (5) such incidents in the school year, the students *Individualized Education Plan* (IEP) team shall review and revise the student's Behavior Intervention Plan (BIP) to include any appropriate and necessary behavioral supports. Documentation compiled for a student who has been placed in seclusion or has been physically restrained and whose challenging behavior continues or escalates shall be reviewed at least once every three weeks.

Employee Training Requirements

The Superintendent or his/her designee shall be responsible for conducting or obtaining appropriate training programs for school personnel designed to address the use of seclusion and restraint techniques with students with disabilities. In addition, positive behavioral intervention strategies, crisis intervention, and de-escalation, as well as other procedures, may also be included in any training.

Charter Schools

Notwithstanding any state law, rule, or regulation to the contrary and except as may be otherwise specifically provided for an approved charter, a charter school established and operated in accordance with State Law, including its approved charter and the school's officers and employees, shall be subject to the School Board's policy and written procedures and guidelines regarding the use of seclusion and restraint with students with exceptionalities.

FUND-RAISING ACTIVITIES

No items may be sold by students or clubs without permission of the principal. Fund raisers will be limited to expenses needed by a school group per school year.

SCHOOL DANCES

Any SBHS student who brings a guest from outside of SBHS must sign the date/guest in the office by 3:00 p.m. of the day of the dance. Guests must be in good standing at their school. Criminal background checks may be taken on any dance guest. Guests' age limit is 19 years at the time of the dance. No provocative or offensive dancing, no kissing or public display of affection will be allowed at dances. Dress code for the Homecoming Dance will be as follows: No dresses higher than four inches above the knee, girls must wear dresses, boys must wear slacks (no jeans), and no excessive cleavage visible.

DRIVING IS A PRIVILEGE

Act 732 of the 2003 Legislative Session provides for the suspension of driving privileges of a student who is expelled or suspended from school for ten or more consecutive school days for committing certain infractions or who withdraws from school under certain circumstances. The infractions are as follows; **the sale or possession of drugs, alcohol, or any other illegal substance, the possession of a firearm, or an infraction involving assault or battery on a member of the school faculty or staff.**

In accordance with R.S. 17:416.1(D), the principal or headmaster at a public or private school must notify the Department of Public Safety and Corrections, Office of Motor Vehicles, of any student between the ages of fourteen and eighteen who has been subjected to a disciplinary action as defined in this statute, so that we may process the request for suspensive action in accordance with R.S. 32:431. The suspension will not exceed the student's eighteenth birthday. The student may appeal this process and they may also request a hardship license.

- 1) A student must have a SBHS parking decal.
- 2) A \$10.00 fee will be paid per decal.
- 3) Driving privileges may be suspended.
- 4) Speed limit on campus is 5 mph.
- 5) Seat belts must be worn at all times.

UNSUPERVISED AREAS

The following are considered off limits to students during regular school activities, except when they are under the supervision of an instructor:

- 1) Areas behind the portable buildings.
- 2) Athletic area, such as baseball field, softball field, football field and the welding and industrial arts shops.
- 3) East side of auditorium, west steps of the auditorium, east walkway by elementary school building.
- 4) Elementary school building (permission from office required).
- 5) Junior High facilities for students in 9 - 12 during the school day, unless the student is reporting to an assigned class in that area.
- 6) Any parking lot (without proper permission).

- 7) The following are considered unauthorized/unsupervised areas during lunch: locker rooms, gymnasiums, areas outside library doors.
- 8) All students not participating in an after-school activity or sport must be off campus by 3:20 P.M. and must be with adult supervision.

STATE LAW R.S. 17:224

R.S. 17:224: Related to **Unadjustable and incorrigible** children who disrupt orderly school processes.

- 1) Unadjustable or incorrigible children, who through no fault of their parents or tutors or other persons having charge of them, regularly disrupt the orderly process of school to which they have been assigned, shall be considered as delinquent and may be reported by the visiting teacher, or supervisor of child welfare and attendance, to the parish, there to be dealt with in the manner prescribed by law.
- 2) Notwithstanding the provisions of R.S.17:416 to the contrary, any student who exhibits disruptive behavior, and incorrigible attitude, or any other discipline problems in general, may be recommended by the principal for expulsion, or transfer to adult education if student is:
 - a. Seventeen (17) years of age or older with less than five (5) units of credit toward graduation.
 - b. Eighteen (18) years of age or older with less than ten (10) units of credit toward graduation: or
 - c. Nineteen (19) years of age or older with less than fifteen (15) units of credit toward graduation.

STUDENT IDENTIFICATION BADGES BEAUREGARD PARISH

- 1) Student I.D. badges will be issued upon entering school and must be worn visible, above the waist at all times.
- 2) Replacement I.D. badges will cost \$5.00.
- 3) A procedure will be in place for misplaced I.D. badges, but not for more than three (3) consecutive days.

RESTROOMS

Students are allowed ample time for restroom privileges during the day. However, students who abuse this privilege by loitering the restroom, using the restroom to smoke or for other unacceptable activity, will be liable to the principal.

TEXTBOOKS

The Louisiana State Department of Education furnishes free textbooks for students. In addition, each department may require students to purchase additional supplementary materials to be used in order to enrich their education. It is the student's responsibility to take care of the state-owned textbooks. Fees for damage or loss will be charged. No report cards or credit for courses will be issued until all financial obligations are cleared. Textbooks will be issued from a computer generated database through the office.

TRANSFER OR DROP PROCEDURES

Students who must transfer or drop from school shall do so in the following manner:

- 1) Parent will contact the school counselor.
- 2) Student will secure a transfer/drop form from the school office.
- 3) Parents must sign a release of records.
- 4) Student will take this form to each of his/her teachers, the librarian and the cafeteria.

TELEPHONE USE AND/OR MESSAGES

Students must not be excused from class to make or receive phone calls except for emergencies. Parents may call to ask that messages be delivered to their children only in real emergencies. Office phones are for official school business only.

STUDENT DIRECTORY INFORMATION

According to Beauregard Parish Policy File: JR-AP, disclosure of directory information may be authorized for the purpose of public recognition to include, but not be limited to, full name, age, schools attended, grade level, participation in officially recognized activities like sports and clubs, height and weight of members of athletic teams, photographs and videos, academic honors, and graduation information. Information classified as directory information may, according to law, be disclosed from a student's record without the written consent of the parent, legal guardian, or eligible student. This information is released in a variety of ways. It could be a list of names like Honor/Banner Roll. It could be information listed in an athletic or band program. It could be in a yearbook, on an official school website, or in a local newspaper. The parent, legal guardian, or eligible student (one who is eighteen years of age or older) **has the right to refuse the release of directory information** by notifying the principal in writing within two (2) weeks after the school year begins, or, for students who enter after the beginning of the year, within two (2) weeks of enrolling at the school.

SCHOOL REACH

In an effort to improve our communication with parents you will be receiving automated phone calls. These calls will help inform you of events involving our school and days your child has been absent. Please help us by keeping your phone numbers current in our computer system. You may contact the receptionist in the high school office to make changes @ 337-725-3536

SCHOOL APP

Download the South Beauregard High School App in the Apple or Google Store and turn on notifications to receive school updates.

SCHOOL EMPLOYEE/STUDENT CONTACT

The need may arise for teachers, coaches, band directors and other sponsors to contact your child (for school business only) from their personal telecommunication devices. If, for any reason, you would like to disallow all such contact, you must inform the school office in writing.

NOTE: Electronic communication, regardless of content made through a social network (My Space, Facebook etc.), is not allowed.

TELECOMMUNICATION CONTRACTS

Student telecommunication contracts will be kept on file from year to year. If you would like to change the status of your child's access, please inform the office in writing.

STUDENT PROGRESS CENTER

Parents may access student grades, attendance, and other information through the Beauregard Parish Student Progress Center. For more information, contact the school receptionist.

STUDENT SURVEYS

Periodically students are asked to respond ANONYMOUSLY to surveys which enable the school system to assess needs and provide programs to meet those needs. In many cases, funding requested for projects must be documented by needs ascertained in these surveys. Under the provisions of the Protection of Pupil Rights amendment to the Educate America Act, parents have the right to refuse permission for their child to participate in surveys designed to gather information about students' attitudes, behaviors, relationships, and needs.



HOMEWORK HELP IS ON THE WAY!

Dear Parents,

Our school is always striving to provide the best educational resources for our students. The Louisiana Department of Education and the Beauregard Parish Library have provided our campus with many online resources for our students and parents to use with access at school and home! Your child must have either a Beauregard Parish Library Card or Student Access Card to log on to Live Homework Help from Tutor.com and Beauregard Parish Library sponsored educational database resources. You may pick up a form in the high school library to request a Student Access Card.

Because your son/daughter will be using these valuable resources at school, we encourage you to take a look at them at home as well. Helping your child use these resources will give you the ability to provide content built upon award-winning literary, science, history and biographical databases, and in a safe environment for students' use.

Gale Databases may be accessed through the Beauregard Parish School Board website at "<http://beau.k12.la.us>". Under the search dropdown menu, students will need to select Gale Databases and then select the correct school. The password is "research".

Our school website is: <http://beausbhs.sharpschool.net/>

Sincerely,

Joseph Bartz, Principal

*All liabilities for use of these databases at home are the responsibilities of the parent and not the Beauregard Parish School Board.

HOMEWORK ASSISTANCE SERVICES

HomeworkLouisiana (HomeworkLa.org), a service of the State Library of Louisiana, offers **FREE** online tutoring and academic resources from Tutor.com for Louisiana residents from kindergarten students through adult learners. Get help with math, science, social studies or English from a **live tutor**. The services can be accessed from a Louisiana public library, from your home computer, or from your mobile device.

SBHS ANTI-BULLYING RULES

1. We will not bully others.
2. We will help students who are bullied.
3. We will include students who are left out.
4. If we know that somebody is being bullied, we will tell an adult at school and an adult at home.

DEFINITION OF BULLYING:

"Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending himself or herself."

APPENDIX 1: Career Diploma Graduation Requirements

**Required for Career Diploma graduates entering high school as of fall 2014
Subject to Legislative Approval**

REQUIRED COURSE CREDITS

ENGLISH = 4 Units

Units	Courses
1 Unit	English I
1 Unit	English II
2 Units from the following:	English III, English IV, AP or IB English courses, Business English, Technical Writing, or LCTCS equivalent English credits offered by Jump Start regional teams as approved by the State Board of Elementary and Secondary Education

MATH = 4 Units

Units	Courses
1 Unit	Algebra I, Algebra I Part One, and Algebra I Part Two, or an applied or hybrid Algebra course
3 Units from the following:	Geometry, Math Essentials, Financial Mathematics, Business Math, Algebra II, Algebra III, Advanced Math – Functions and Statistics, Advanced Math – Pre-Calculus, Pre-Calculus, or LCTCS equivalent math credits offered by Jump Start regional teams as approved by the State Board of Elementary and Secondary Education
(Integrated Mathematics I, II and III may be substituted for Algebra I, Geometry and Algebra II, and shall be considered the equivalent of 3 math units)	

SCIENCE = 2 Units

Units	Courses
1 Unit	Biology I
1 Unit from the following:	Chemistry I, Earth Science; Environmental Science; Physical Science; Agriscience I and Agriscience II (one unit combined); AP or IB Science offerings

SOCIAL STUDIES = 2 Units

Units	Courses
1 Unit from the following:	U.S. History, AP U.S. History, or IB U.S. History
½ Unit from the following:	Government, AP U.S. Government and Politics: Comparative, or AP U.S. Government and Politics: United States
½ Unit from the following:	Economics, AP Macroeconomics, or AP Microeconomics
(one unit of Civics may be substituted for the two ½ Units above)	

PHYSICAL EDUCATION/HEALTH = 2 Units

Units	Courses
1 Unit	Physical Education
½ Unit from the following:	PE II, Marching Band, Extracurricular Sports, Cheering, or Dance Team
½ Unit from the following:	Health Education

JUMP START COURSE SEQUENCES, WORKPLACE EXPERIENCES, AND CREDENTIALS = at least 9 Units

Complete a regionally designed series of CTE Jump Start coursework and workplace-based learning experiences, leading to a statewide or regional Jump Start credential. This shall include courses and workplace experiences specific to the credential, courses related to foundational career skills requirement in Jump Start, and other courses, including career electives, that the Jump Start regional team determines are appropriate for the pathway.

REQUIRED CREDENTIALS

Students must attain an approved statewide or regional credential in order to graduate.

REQUIRED TESTING

When students take a course corresponding with an End of Course test, students are required to take the test. Students remain required to score at least a “fair” on three of six courses.

Students also must take the EPAS tests: Explore, Plan, and ACT. Jump Start teams may elect to have students pursuing the Career Diploma take the WorkKeys test in addition to the ACT. The Department of Education will establish a policy creating score level equivalents between the ACT and WorkKeys. A student's highest equivalent score, resulting of the student's score on either the ACT or WorkKeys, would generate ACT index accountability points.