

SOUTHSIDE JUNIOR HIGH SCHOOL



2024-2025 STUDENT HANDBOOK



STUDENT HANDBOOK 2024-2025

SOUTHSIDE JUNIOR HIGH SCHOOL HOME OF THE BUCCANEERS

26535 LA HWY 16 STE# B
Denham Springs, LA 70726
225-664-4221

www.southsidejuniorhigh.org

Twitter/ Facebook: @GoBucsSJHS



Wes Partin

Principal

Terry Griffin

Assistant. Principal

Ashton Bordelon

Administrative Assistant

Renee Martin

Counselor

Shelli DuRousseau

Instructional Coach

THIS STUDENT PLANNER BELONGS TO:

Name _____

Student Username Information:

Student ID #: _____

Email Address: _____

PowerSchool Username: _____

PowerSchool Password: _____

Computer Username: _____

Computer Password: _____

Clever Username: _____

Clever Password: _____

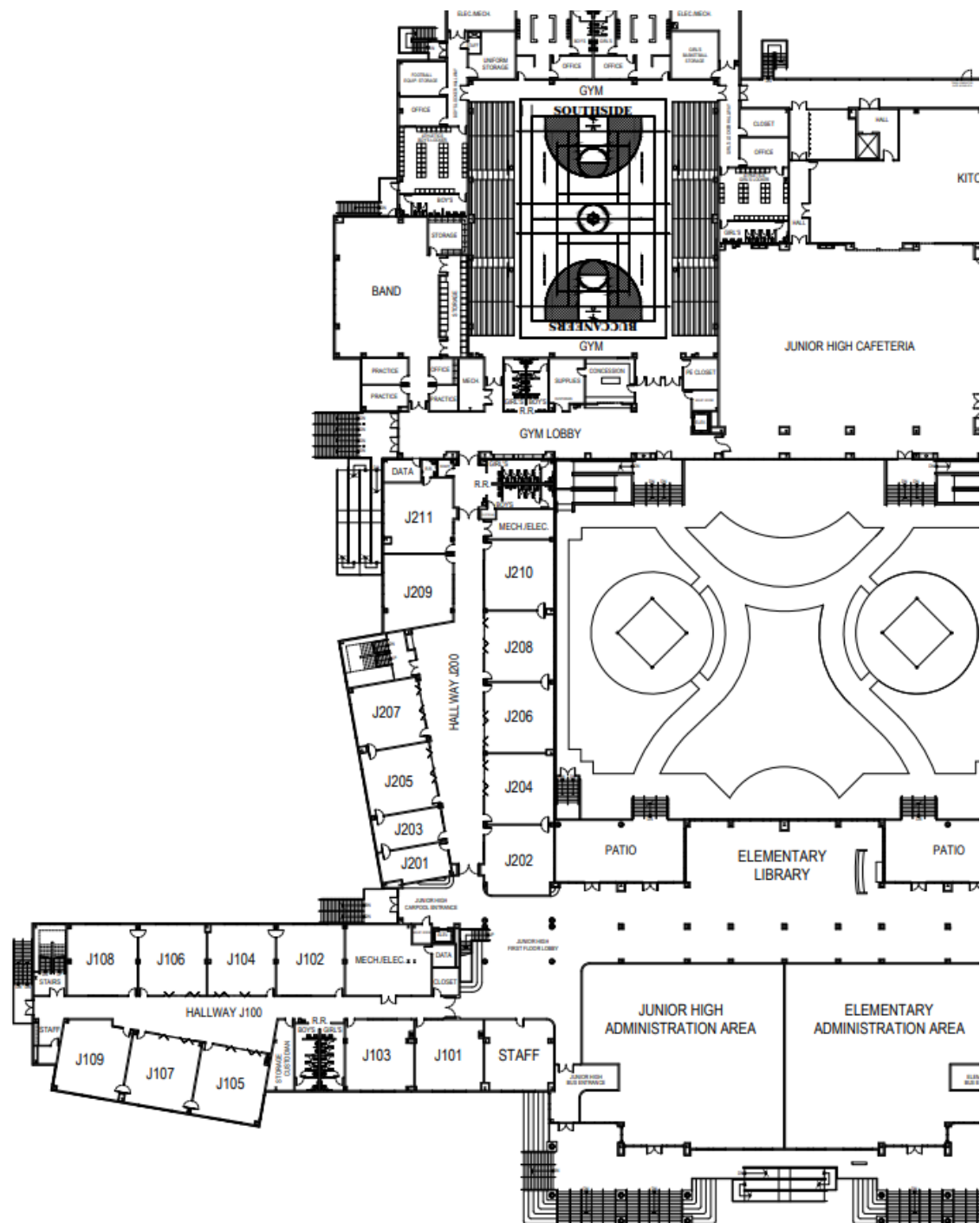
Google Classroom Username: _____

Google Classroom Password: _____

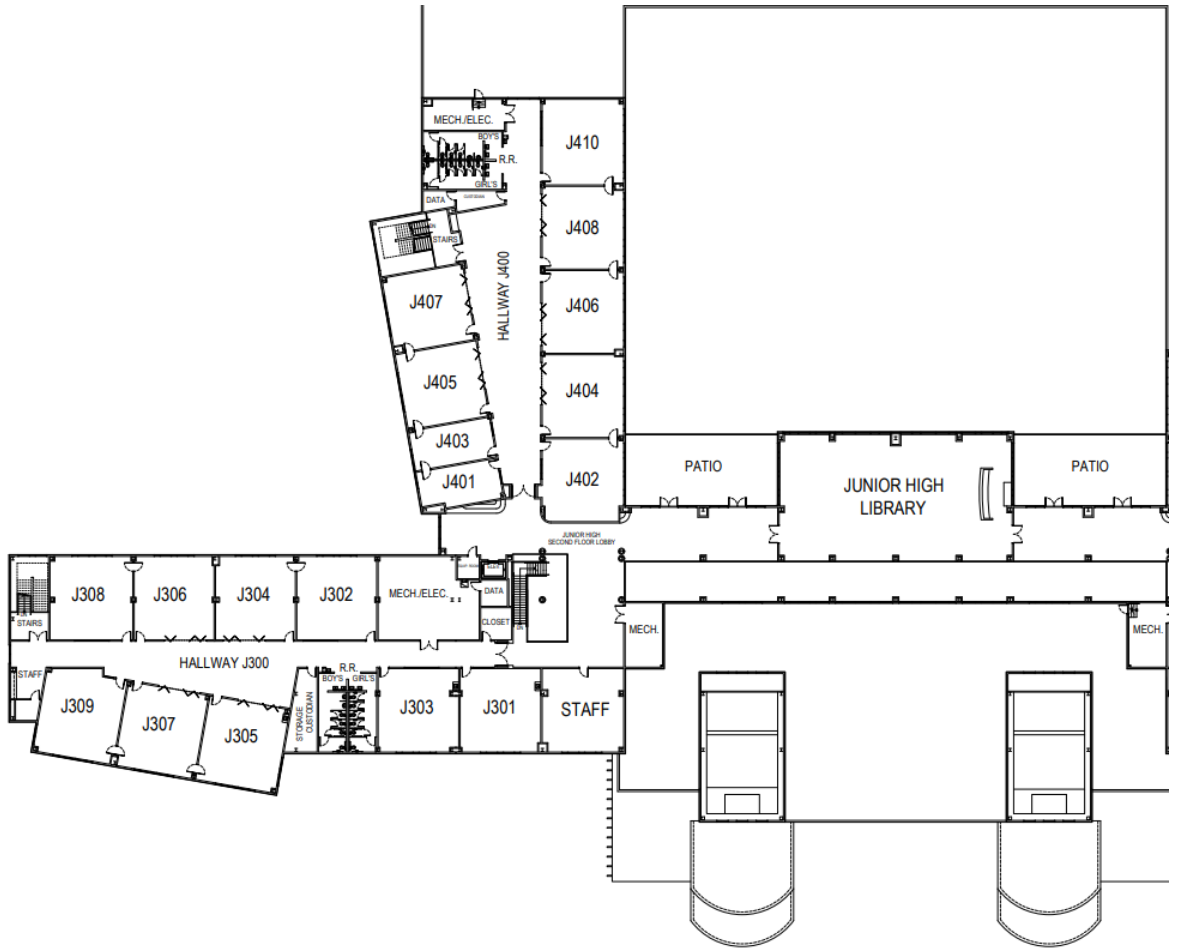
SCHEDULE:

| hour | SUBJECT | TEACHER |
|------|---------|---------|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |

FIRST FLOOR



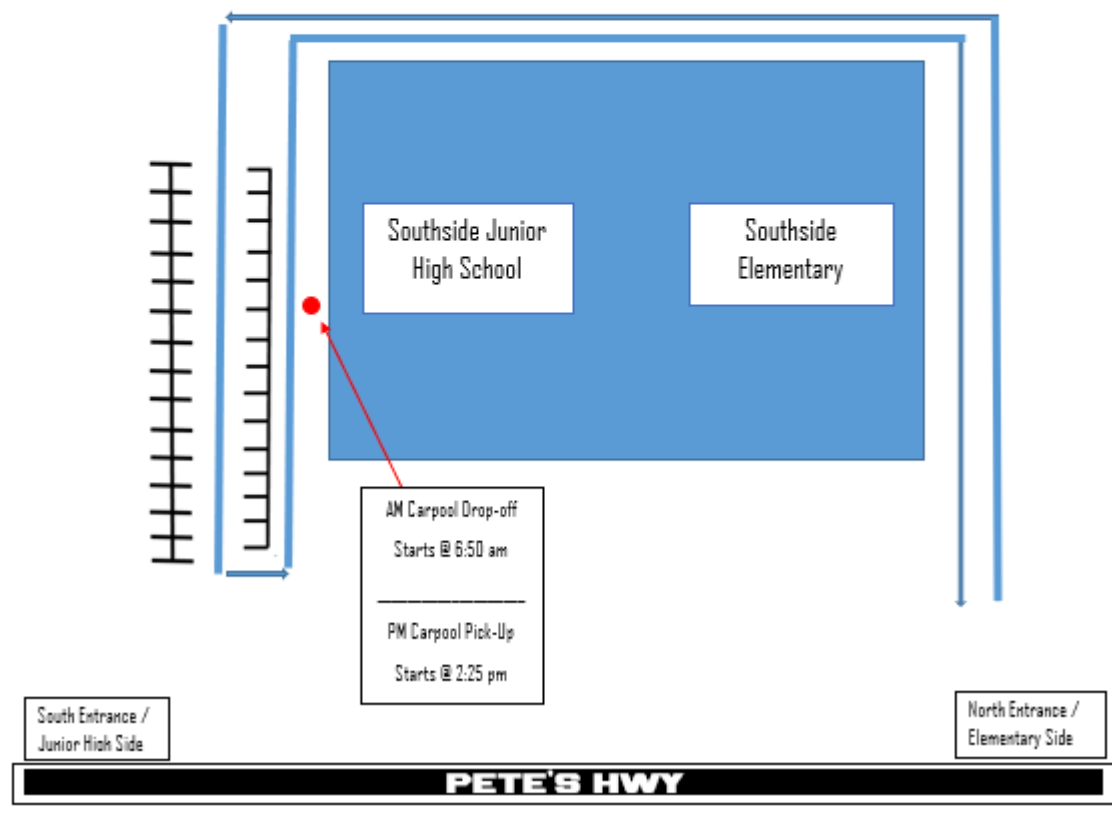
SECOND FLOOR



This is our updated carpool drop-off for the 2024-2025 school year.

Morning: Drop-off will start at 6:50 am. Please pull up as far as you can under the canopy to allow multiple vehicles to exit simultaneously.

Afternoon: The carpool bell will ring at 2:25 pm each day. We will pull up under the canopy. Please pull up as far as you can under the canopy to allow multiple vehicles to pick up simultaneously.



SOUTHSIDE JUNIOR HIGH SCHOOL

Contract for Student Success

Livingston Parish Public Schools, pursuant to “The Education/Juvenile Justice Partnership Act” (R.S. 17:251 and 17:252), has developed the following statements of compliance.

| All parties commit to the following: | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| School: | Teachers: | Student: | Family: |
| <ul style="list-style-type: none"> ▪ Provide high quality curricula and instruction aligned with the LA Standards. ▪ Provide an opportunity for conference as requested. ▪ Report on an ongoing basis about child's progress (interim reports, report cards, PowerSchool, etc.). ▪ Provide opportunities for family involvement and assistance to families to help child at home. ▪ Provide a safe, orderly learning environment. ▪ Provide tutoring in core area. | <ul style="list-style-type: none"> ▪ Provide rigorous activities and lessons aligned with LA Standards. ▪ Provide high expectations for all students in an encouraging and supportive manner. ▪ Provide a well-disciplined and managed learning environment. ▪ Provide an open line of communication with family members. <ul style="list-style-type: none"> ▪ Differentiate instruction/provide different avenues for input, output, content, and tie learning to the real world, so that all students will have access to an education that will prepare them for meaningful work and/or higher education. ▪ Update PowerSchool grade book every week. | <ul style="list-style-type: none"> ▪ Attend school regularly. ▪ Report to class on time. ▪ Complete all school and homework assignments in a timely manner. ▪ Stay attentive and actively participate in classroom activities. ▪ Follow school and classroom rules, expectations, and procedures. ▪ Respect classmates, myself, teachers, administrators, school staff, and property. ▪ Maintain a positive learning environment. ▪ Review my school's student handbook and follow the procedures. <ul style="list-style-type: none"> ▪ DO MY BEST! ▪ Ask for help if I need it! | <ul style="list-style-type: none"> ▪ Ensure that my child attends school regularly and arrives to school on time each day. ▪ Ensure that my child completes all required homework and studies for courses. <ul style="list-style-type: none"> ▪ Provide necessary materials my child needs for his/her success. ▪ Keep open lines of communication with my child's teacher(s) including parent/teacher conferences, written communication, etc. ▪ Support the school and all teachers in maintaining a positive, disciplined environment ▪ Encourage my child to do his/her best. ▪ Ensure that my child reviews the student handbook. ▪ Ensure that I know when grades are issued and posted and I will go over grades with my child. |

2024-2025 SCHOOL CALENDAR

| | |
|-----------------------------|----------------------------------------------------------|
| Class Work Begins | Thursday, August 8, 2024 |
| Labor Day | Monday, September 2, 2024(1 Day) |
| Livingston Parish Fair | Thursday-Friday, October 10-11, 2024 (2 Days) |
| Election Day | Tuesday, November 5, 2024 (1 Day) |
| Thanksgiving | Monday-Friday, November 25-29, 2024 (5 Days) |
| Christmas and New Year's | Mon., December 23, 2024-Tues., January 7, 2025 (12 Days) |
| Martin Luther King Day | Monday, January 20, 2025 (1 Day) |
| Mardi Gras | Monday-Wednesday, March 3-5, 2025 (3 Days) |
| Good Friday/Easter | Monday-Friday, April 14-18, 2025 (5 Days) |
| First Semester Ends | Friday, December 20, 2024 |
| Second Semester Ends | Friday, May 23, 2025 |

Interim Reports to Be Issued

Wednesday, September 11, 2024
Friday, November 15, 2024
Tuesday, February 11, 2025
Friday, April 25, 2025

Report Cards to Be Issued

Friday, October 18, 2024
Tuesday, January 14, 2025
Friday, March 21, 2025
Thursday, May 29, 2025

DAILY TIME SCHEDULE 2024-2025

| | |
|----------------------|------------------------------------|
| 6:50 | Carpool Drop-off Begins |
| 7:20 – 8:07 | 1st hour |
| 8:10 – 8:57 | 2nd hour |
| 9:00 – 9:47 | 3rd hour |
| 9:50– 10:37 | 4th hour |
| 10:40 – 11:50 | 5th hour / Lunch |
| 11:53– 12:40 | 6th hour |
| 12:43 – 1:30 | 7th hour |
| 1:33– 2:20 | 8th hour |

2:20 – 100/300 Hall bus riders
2:22 - 200/400 Hall, GYM, and Band bus riders
2:25 – Carpool, extra-curricular activity students, alternative center dismissed

School App:

This app is our main form of communication day in and day out. Find the school calendar, teacher email /notifications, daily school push notifications, etc. from this app. Download it today!!!



SOUTHSIDE JUNIOR HIGH SCHOOL

There's
an **App**
for
that!





**Download
for Free
Today!**

 Download on the
App Store

 GET IT ON
Google play

- STAY INFORMED**
Notifications from administrators and teachers make it easy to stay on top of what's going on at school and in the classroom.
- QUICK AND EASY ACCESS TO GRADES, MENUS & MORE**
Quick access to everything school-related including calendars, directions to events, important documents, menus, grade systems, sports scores, school resources and more!
- EASY SCHOOL CONTACT**
One click to call, email and submit important forms directly to us. Subscribe to receive important notifications from groups that are important to you.
- EASY TEACHER CONTACT**
One click to call, email and visit teacher websites and class resources. Subscribe to receive important notifications from teachers.

Athletics / Extra-curriculars

Basketball
Dance
Cheer

Track & Field
Cross Country
Football

Band
Swimming

Honor Roll – Open to all students – The requirements are that students must make all A's, A's and B's or all B's.

Perfect Attendance – Only given to students with **no absences, check-outs, or check-ins, or tardies to class.**

Medicine – Students are **not** allowed to bring any medicine to school **at any time**. Parents may come to the school to administer medicine to the child. Students will be given medicine at school only with written documentation from a doctor and parent according to state mandate. **Forms may be obtained in the office.**

Field Trip Policy --In order for a student to attend a field trip, he or she must meet the following criteria:

- No excessive absences in the current semester (no more than 5 unexcused absences)
- No school debts
- Determined at a later date on discipline (No suspensions, etc.)

School Health Rules – Livingston Parish Public Schools Health Rules can be accessed thru the LPPS website under the community section of the website. This website will have information for screening programs, immunization information, medication guidelines, etc.

Conferences - Teacher conferences are encouraged. Parents should contact the school secretary at 664-4221 for an appointment. A conference will only be permitted upon scheduling with the office. We can also schedule a phone conference. Most conferences take place at 2:30. Visitors should check in through the office when they arrive on campus and obtain a visitor's badge.

Guidance – The school counselor's duties include the coordination of services to meet the personal/social, academic, and career needs of the middle school student. Any parent who needs to schedule a conference with the counselor to discuss concerns about his/her child should contact the counselor to make an appointment or email Madeline.Sampey@lpsb.org.

Withdrawals – If a student must withdraw or transfer to another school, a transfer slip should be picked up in the office. Please make an appointment with the secretary in advance. All textbooks and library books must be returned and fees for lost or damaged books, required fees, library fines, lunch money, etc. must be paid to expedite the process of transfer of records.

Loaner Devices-

*Stipulations of Loaner:

*Students and Parents/Guardians are responsible for any and all loaned items. This includes repair and/or replacement of any damaged, lost, or stolen items.

*Loaner items may not be changed in any way; this includes marking or modifying the appearance of the device in any way. No unapproved adjustments may be made to the devices.

*Loaner items are for the sole purpose of Continuous Learning as directed by the student's school site and should not be used for any other purpose.

*Loaner items are for the sole use of the student the device is checked out to. Parents/Guardians may assist their student in the use of the device for continuous learning purposes when needed. There are to be no other users of these devices.

*Devices must be responsibly maintained and should be returned to the school in the same condition they were issued to the student. Please do not attempt to clean the devices with anything other than a soft, dry cloth. Devices should not be left outside, in a vehicle, or any other non-climate-controlled environment.

*Devices must be returned promptly to the school when recalled or at the end of the school term if not recalled by the school prior to the end of term.

*Parents/Guardians accept responsibility for supervision of their student's online activity and use of any loaner device when outside of school hours. They are also responsible for any repair and replacement of the loaner device.

**Cost of damaged or lost computer is \$300-\$400 depending on model (Loaner Device Insurance recommended-explained on pg. 9)

Loaner Device Insurance- Livingston Parish Public Schools may loan digital access devices to students to support instruction and facilitate student access to educational opportunity. Any device that is loaned out is the responsibility of the student to maintain, as well as, use acceptably and appropriately. As such, the student is responsible for any damage done to the loaner in addition to any lost or stolen devices or peripherals.

*Livingston Parish Public Schools offers, for purchase, "Loaner Device Incidental Damage Subscription" to help defray potential costs a student may incur for **incidental damage** done to the loaner devices. This yearly subscription **only covers incidental damage**. The following items are **not covered by the subscription** and are still the responsibility of the student

- Any damage due to vandalism in any fashion
- Any damage due to neglect (This includes, but is not limited to, leaving the device outside or in other non-climate-controlled areas like an automobile.)
- Any lost devices or peripherals
- Any stolen devices or peripherals

*Loaner Device Incidental Damage Subscriptions may be purchased for \$25.00 per school year. **This subscription only covers a maximum of two (2) qualifying incidents.** The student is responsible for the cost of any and all repairs exceeding two (2) qualifying incidents. If a subscription is wished, please fill out the information below accompanied by payment. (form will be provided and insurance can be paid for online)

*Forms should be filled out on the SJHS App before a student will be issued a computer.

Fees- SJHS assesses each student a \$30 school fee for copy paper, copy machine maintenance, handbook and planner, postage, phone for absentees, computer maintenance, computer programs, medical and sanitary supplies, etc. Each student must also purchase a PE uniform for \$20. If a student elects to be in band, there will be a \$50 band fee. There will also be fees associated with clubs and athletics for voluntary students. **Students must pay all fees in order to attend or participate in field trips.**

Accidents – Accidents are reported to the office. Information from student information sheets will be accessed for contact of parent or guardian. **Please make sure this information is updated as needed.** If the parent or guardian cannot be contacted, the school will take the required action. Doctor's name and any allergies should be placed on the student's information sheet. The parent of a child with a health problem of which we need to be aware should contact the child's homeroom teacher at the beginning of the school year.

Excuses – A student must be in attendance at least 167 days in each class during the school year to receive credit. Students who check in or out of school are marked absent for the classes missed. To receive perfect attendance, a student may not check in or out at any time. Students who miss over 10 unexcused days in any class may fail that subject.

- A. On the day that a student returns to school following an absence, he/she should bring a note from the parent/guardian or doctor requesting that the absence be excused. Students have **five (5) school days** to submit an excuse, beginning with the day on which they return to school. The note must include: first and last name of student, date(s) of student's absence, explanation or reason for absence, parent/guardian signature, and phone number for verification. The **student** must turn in his/her excuse to the box located inside student entrance of the office. The student has as many days to make up missed work as days absent, **not to exceed five school days**. **A DOCTOR'S EXCUSE CANNOT BE ALTERED IN ANY MANNER. This action will result in disciplinary action for the student.**

- B. A **parent note** allows the student to make up missed assignments but is not a subtractable absence. Only a **doctor's excuse, obituary notice of member of immediate family, or court excuse** allows the student to make up missed assignments and is subtracted from the total number of absences.
- C. The Livingston Parish School Board lists **personal illness, death in the immediate family, and extreme emergencies** as legitimate reasons for absences. **Trips, vacations, etc. are not excusable.**
- D. A doctor's excuse for chronic or recurring illnesses may be accepted but must be renewed **each nine weeks** in order to be valid. **Doctor's excuses will be verified and may not be altered in any way.**
- E. All excuses will be kept on file for purpose of verification.

Check-out Procedure – A parent or guardian must be contacted before a student will be allowed to leave school. The person responsible for picking up the student must come into the office and sign a check-out form. For an excused check-out, a note from a doctor or dentist must be presented upon returning to school. Any child exhibiting evidence of or diagnosed as having any communicable disease or infestation should be promptly excluded from school. Any child having a communicable disease or any other transmissible affliction will be readmitted to school only after giving written evidence of admissibility from a physician or school nurse, or being approved for admittance by the school administrator. If a custody issue arises, parents must provide the school with the appropriate court papers annually, showing legal custody. **Students will not be allowed to check out after 2:00 p.m.**

Tardies – Tardy slips for being late coming to school will be given after 7:20 a.m. in the office. Teachers write tardy slips in their respective classrooms for students who are tardy after homeroom/1st hour. On the 5th and 6th unexcused tardy a student will be assigned one day in detention; on the 7th and 8th unexcused tardy a student will be assigned one day in behavior clinic. On the 9th tardy the student will serve a 1-day suspension. This can be any combination of tardiness – being tardy in the morning or tardy for class during the school day. At the end of the semester, tardies will begin again. However, a student's disciplinary record accumulates the entire year.

Request for Work – Make-Up work / Homework is an essential part of education. School work for students that have been absent may be requested upon the **3rd day** of absence by calling the office **before 8:00 a.m.** Homework may be picked up in the office **between 2:00-2:30 pm.**

Library – Students may visit SJH Library before school from 7:00-7:20 to check in/out library books, pay fines, study, etc. Students may check out books for a two week period. Books must be returned on or before the due date. All library books are due before school ends. Students will be notified when all library books are due. Failure to return books or pay fines will result in report cards being held. A student may not check out an additional book if he/she has an overdue or damaged library book. All students are scheduled to visit the library every two weeks with their ELA classes. We will also offer other classes opportunities to visit the library for STEM activities and/or content related interests.

Transportation – Parents are to use designated driveways. Students are to be dropped off in the morning and picked up in the afternoon in the designated carpool area. Please see school map on page 3. **Students may not be dropped off before 6:50 a.m. Skateboards are not allowed on campus at any time. No walking to school unless approved by administration.**

CELL PHONE POLICY

All students will be allowed to have cell phones in their possession in the "off" position. The current discipline policy will continue to be in place for unauthorized use. The cell phone should not be visible unless authorized by administration.

It is possible at some point in the school year for a teacher to allow limited, supervised, educational cell phone use in the classroom. The authorization for this implementation will be sent home at a later date. Your authorization will enable your child to use his or her cell phone while under school supervision.

- School is not responsible for lost, stolen, damaged items
- Student usage will only be allowed with principal/teacher permission, at appropriate times and under supervision
- Students will be required to log-in to the district's wireless network for any usage
- Students must adhere to the Student Use of Personal Devices policy
- Students must successfully complete the school's digital citizenship course and the district student cell phone use training module prior to individual usage being allowed.
- Inappropriate usage such as cyberbullying, cheating, and unacceptable/unauthorized camera usage will not be tolerated
- Discipline Policy will be as follows:
 - 1st Cell Phone Offense: Behavior Clinic
 - 2nd Cell Phone Offense: (and each unauthorized use thereafter): 1 Day Suspension

**** The Administration reserves the right to change the Discipline Policy according to requirements of the Central Office and recognizable need for the smooth operation of the school.**

Lunch

- A. Students have a choice of hot lunch or they may bring their lunch.
- B. **Students may not bring canned soft drinks, any type of carbonated beverage or fast food into the cafeteria.**
- C. **No charging is allowed.** Cash, check, or money order may be used to pay for meals. On-line payments may be made at www.myschoolbucks.com. You can also access this through the school's website.
- D. No change will be made in the cafeteria. Students will be credited with the amount submitted.

Cafeteria Procedure

- A. Students should move quickly, quietly, and in assigned order when paying for lunch, scanning fingers or cards, receiving lunch and emptying trays.
- B. Students should remain in their assigned seats until directed by the teacher to leave.
- C. Students should sit together as a class.
- D. Students should not return to the classroom for forgotten items.
- E. When leaving the cafeteria, students should walk to the back wall to line up to empty trays.
- F. Students will exit cafeteria and wait in line outside for teacher to accompany students to class.
- G. There will be **no talking** on the way to and from the cafeteria.
- H. Behavioral expectations in the cafeteria are comparable and consistent with classroom expectations.
- I. Lunch tables must be left clean upon exiting.
- J. No food, drinks, straws, or other items may be removed from the cafeteria.

Boundaries for Students – At no time should students enter a commons area other than their own.

Sixth grade students will be allowed:

- A. Morning—Report to the North (grey canopy) commons area.

Seventh grade students will be allowed:

- A. Morning—Report to the South (blue canopy) commons area.

Eighth grade students will be allowed:

- A. Mornings—Report to the Gym.

****In the event of inclement weather all students will report to the gym****

General Rules of Conduct Before School and After School

- A. **There will be no physical contact.** This includes slapping, kicking, tackling, and any other form of aggressive or affectionate contact.
- B. **A student must be in school one-half of the day to be able to participate in any school activity.** This includes any type of practice, event, dance, ballgame, etc. A student who is suspended may not participate in any school sponsored activity beginning at **2:20** on the day of the infraction.
- C. Any school property damaged or lost will be paid for by the student.
- D. No FINAL report cards will be issued to students who owe money to the school or who have lost books.
- E. Only those students who eat breakfast will be allowed in the cafeteria between 6:50-7:20 a.m. **Students are to sit in assigned seats and leave as soon as they finish eating breakfast.**
- F. Concessions will be sold at recess. Buyers are to line up in an orderly manner.
- G. **Students are not to leave their classes to go to the restroom, office, or guidance office without a hall pass.**
- H. No hats /caps / beanies will be worn at school.
- I. **Students are not to be in a classroom, gym, or locker room at any time without teacher supervision.**
- J. No personal possessions other than required items for classroom use will be allowed in school. This includes candy, toys, games, baseball cards, smart watches, pagers, cameras and any electronic devices such as CD players, tape players, radios, MP3's, iPod's, etc. **Violations will result in disciplinary action.** Parents are required to pick up confiscated items. **School personnel reserve the right to examine items and images on electronic devices. Please see new Cell Phone Policy on pg. 8**
- K. Students are not allowed to bring visitors to school. This includes brothers and sisters.
- L. Students may not buy or sell personal items to anyone at school.
- M. All school rules and policies apply on school buses and bus loading areas, and at school-related activities.
- N. Students will not be allowed to receive gifts, flowers, balloons, etc. at school.
- O. Students are not allowed on school grounds except during school-related activities.
- P. Body armor is not allowed to be worn on school grounds or to any school-related activity.
- Q. Bullying, harassment or intimidation of any kind will not be tolerated. Students should report such behavior to a teacher or administrator, and it will be investigated and appropriate action will be taken.
- R. Excessive or loud noise is prohibited on campus.
- S. Students should stay in their assigned areas at all times. This also means between classes students should walk from Point A to Point B. Any student out of area will be disciplined.

Dismissal of School

There are two bells for bus riders. A bell will ring at 2:20 for the 100/300 hall. A bell will ring at 2:22 for the 200/400, band, and PE students. Only those students riding buses will be dismissed. **All other students should remain in the classroom.** When the third bell rings at 2:25 students who carpool, have alternative center and/or have practice for an extracurricular activity are to be dismissed. Students riding with their parents must be picked up in the designated carpool area. Report to this area using the walkway in the main lobby near the J200 hallway. **If a student leaves campus by a means of another bus, he/she must have a note from home verified and initialed by the office staff. The note should contain date, parent's name and signature, and daytime phone number. Notes can be dropped off in the office in the morning before school and must be picked up by the student. This note must be presented to the bus driver.** ****The bus rider bringing another student home with them must also have a parent note verifying this student may ride home with them.**

STUDENT DRESS CODE

No student's appearance, including but not limited to his/her attire, shall be considered proper and acceptable for school if it distracts from, or in any way disrupts, the educational process. The Livingston Parish School Board is responsible for achieving a system wide dress code for appearance and dress among students that will promote the best atmosphere for teaching and learning.

General Dress Code

The following guidelines have been established regarding all students' dress and appearance:

- A) Styles of dress and grooming never should be such that they represent a collective or individual protest.
- B) Appropriate footwear must be worn to school (no shower shoes, flip-flops, crocs).
- C) Caps, beanies, hats, non-prescribed glasses are not permitted.
- D) Patches, decorations, slogans, symbols, tags, marks, or advertisements are prohibited. (Examples: beer, cigarettes, drugs, obscene suggestions, sexual connotations, political, etc.)
- E) Earrings are allowed for students provided they are not a safety concern or a distraction on campus.
- F) Piercings, other than ears, are not permitted. Clear (concise stud only) pierce hole fillers are allowed for nose rings.
- G) Jewelry, including earrings, worn during the school day should be a size and dimension that is not a safety concern or a distraction on campus.
- H) Hair should be neat, clean, and out of the student's eyes. Students should have natural hair color. Extreme unnatural colors are not allowed. Sculptured hair styles that include pictures, symbols, letters, numbers, or hair curlers, rollers or excessively teased will not be permitted. Principals have discretion if a hairstyle including accessories interferes with learning.
- I) Neatly groomed facial hair is acceptable, including mustaches, beards and goatees.
- J) Tattoos that are vulgar, obscene, political, offensive or otherwise disruptive to the school environment are not permitted and must be covered at all times.
- K) Foundation garments must be worn.
- L) Dress during any period where uniforms are not required, such as special event days, or for transferring students, shall be consistent with the intent and spirit of the *School Uniform Dress Code*.

***Note: Students violating the dress code are subject to detention or suspension.**

Administration reserves the right to change dress code policy according to the requirements of the school board and recognizable need for smooth operation of the school.

Casual Dress Policy

Students should remember that dress for non-uniform dress days should be in the **spirit and intent** of the School Dress Code Policy. All dress must be deemed appropriate by administration. Failure to do so will result in the student being required to change into school uniform and could result in a loss of "casual dress" privileges for the remainder of the semester.

CASUAL DRESS GUIDELINES

Students **MAY** wear the following:

- ✓ JEANS / PANTS WITHOUT REVEALING TEARS/HOLES
- ✓ SWEATPANTS WORN AT THE WAIST
- ✓ SCHOOL APPROPRIATE T SHIRTS, SHIRTS, PULLOVERS, HOODIES
- ✓ SHORTS CANNOT BE MORE THAN 4 INCHES ABOVE THE KNEE
- ✓ SKIRTS AND DRESSES TO THE KNEE
- ✓ LEGGINGS MAY BE WORN WITH SHORTS OVER THEM ONLY
- ✓ HATS

All clothing must be within the spirit of the SJHS and LPPS uniform guidelines unless expressly permitted by administration

- NO SLEEVELESS SHIRTS, TANK TOPS, CROP TOPS OR LOW CUT SHIRTS
- NO REVEALING CLOTHING (SHIRTS/DRESS WITH CUTOUTS IN THE BACK)
- NO FLIP FLOPS, CROCS, SLIPPERS, SLIDES (CLOSED HEAL AND TOE ONLY FOR SAFETY REASONS)
- NO INAPPROPRIATE GRAPHICS OR TEXT ON ANY CLOTHING
- NO JEGGINGS, YOGA PANTS, BIKER SHORTS, TIGHTS, PAJAMA PANTS
- NO CLOTHING DEEMED INAPPROPRIATE BY ADMINISTRATION

Casual Dress Days (\$3)

August 30, September 27, October 25, November 22, January 31, February 28, March 28

Academic Dress Down Week (alternate dress all week---(\$8)

December 9-13, May 12-16

Dress and Personal Grooming

It is the responsibility of each student to use good judgment regarding appearance and attire. Cleanliness shall be a basic consideration. Any complaint concerning a student's dress and appearance shall be addressed by the particular school's administration. The principal of the particular school shall make the final decision as to what is considered proper attire and appearance. In the event that health and medical considerations for a particular student require an exception to the Dress Code, the principal of the particular school shall determine that exception and make his/her faculty and staff aware of the exception.

School Uniform Dress Code

The School Board is permitted by state law to adopt dress codes mandating the use of school uniforms. The purpose of the *School Uniform Dress Code* shall be to provide additional opportunities for increased school safety; to encourage students to experience a greater sense of school identity and belonging; to encourage an improvement in student behavior; and to encourage a high level of program participation.

Grades Pre-Kindergarten - 12:

Note: A color chart for skirts/shorts/slacks/skorts will be displayed to clarify the color range of Khaki.

Shirt:

- Solid color: Navy blue or white.
- Polo: (golf-boxed, hemmed) two, three or four buttons at the top front with collar (Short or Long sleeves) - Elementary students shall be encouraged to tuck in shirts. Middle/Junior High and High school students shall be required to tuck in shirts.
- Oxford/dress shirt (short or long sleeves) Elementary students shall be encouraged to tuck in shirts. Middle/Junior High and High school students shall be required to tuck in shirts.
- Designs, emblems, insignias, monograms and logos are prohibited.
- Under-shirts and t-shirts, if worn must be white, gray or black and can only be worn underneath the standard uniform.
- If applicable, school issued spirit shirt may be worn in place of the uniform polo on designated day set by the principal. Shall not exceed one time per week.

Pants, Skirts, Shorts, Skorts, Jumpers:

- Solid color: Khaki
- No jean, knit, jegging, stretch, cargo, capri, or cropped styles.
- Appropriate fit: not too loose, not too tight; no sagging.
- Elementary students may have elastic waist pants with or without belt loops (belts are optional, but encouraged).
- Middle/junior/high school students' pants must have belt loops and a belt is mandatory.
- Must be worn at waistline.
- Skirts should be to top of kneecap.
- Jumpers should be to top of kneecap; not allowed for 9-12.
- Shorts/Skorts: Top of knee to four (4) inches above knee; length cannot be below the knees; length can be cuffed or not cuffed.
- The only logos allowed should be the manufacturer's label.
- All bottoms must be hemmed.

Belts:

- PK-5: Belts are not required, but encouraged.
- Grades 6-12: Belt required with clothing designed with belt loops, any color, no inappropriate logos or slogans. Belts are to be worn correctly and buckles are not to be excessive size or offensive in design. Studs and spikes are prohibited.

Socks/Hose/Tights:

If worn...

- Socks may not have inappropriate or offensive wording or images. Socks above the knee are prohibited.
- Tights/Leggings solid color black, gray, navy blue or white (May only be worn under skirts/dresses/jumpers). Tights must be full length reaching the ankle.

Pullovers:

- Solid Navy blue or White (¾ zip, crew, hoodies, sweaters) are allowed. A pullover cannot be worn in place of shirt nor be so large that it conceals a student's bottom garment. Designs, emblems, insignias, monograms and logos are prohibited
- Any spirit pullover purchased from the school or a vendor with the school name or logo is acceptable.

Shoes:

- Closed-toe and closed-heel shoes are mandatory (tennis shoes, dress shoes, casual shoes or slip-on shoes or boots).
- Footwear shall not extend above the knee.
- Shoes shall be properly tied or strapped, if applicable.

Coats:

- Coat/jacket/sweater may be worn as long as the uniform shirt collar is revealed under the coat/jacket/sweater (trenchcoats are prohibited)
- Vests/jackets/sweaters/coats that zip/button/snap from top to bottom may be any color and with hood.

In schools with multiple grade levels, the principal shall be given the opportunity to determine where the breaks would be allowed on these issues (Example: K-12 Maurepas – the principal would have the opportunity to decide where the break would be to determine elementary, middle/junior high, and high school to best adapt to that school's structure.)

Student Compliance With the Uniform Dress Code:

The *School Uniform Dress Code of Livingston Parish* shall strive to achieve full compliance through use of incentives and positive reinforcement measures, and will resort to disciplinary action only when positive measures fail to ensure compliance. In addition, the policy's rationale and benefits of the *School Uniform Dress Code* will be explained and fully understood by the student and his or her family.

The intent of this policy is not to inhibit or prohibit any student who is not in uniform from receiving the education to which he or she is entitled. Also, the intent of this policy is not to suspend or expel a student from class or from school, or lower an academic grade as a result of not complying with the *School Uniform Dress Code*. However, non-compliance shall result in progressive disciplinary action being taken with the student.

No student shall be considered in violation of the *School Uniform Dress Code* in the following instances:

- A. When administrators allow exceptions to the uniform code for special events. (Ex. Dress-up day, athletes on game days, band, cheer, academic teams, clubs, picture day, band on regular meeting days, etc.)
- B. During the first ten (10) school days after transferring from out of the Parish to Livingston Parish Schools. During this ten (10) day period, appropriate dress (according to School Board Policy) shall be followed.
- C. When a student is on campus outside of normal school hours.

Progressive Disciplinary Action:

Students violating the *School Uniform Dress Code* shall be disciplined as follows:

- 1st – 3rd Offense: Notification sent home to parents via student letter or message to the parent via phone, email, OR automated call.
- 4th – 6th Offense: Before School Detention / Behavior Clinic and direct verbal parent/guardian notification per incident.
- 7th or more offenses: One (1) day out school suspension for each offense due to willful disobedience.

DISCIPLINE POLICY

Proper student conduct is the responsibility of the student and parents. It is the daily responsibility of school personnel to assure that no single person interferes with the learning environment of other students.

Disciplinary action will include, but not be limited to one of the following: Counsel/warn a student, administer punish work, contact parent/guardian, after-school detention, behavior clinic, suspension, or expulsion. The action taken is determined by the severity of the infraction and the number of prior offenses. The Principal or his designee will determine when offenses are extreme or flagrant. School administrators may notify law enforcement officials whenever there is a belief that a criminal offense has been committed.

- A. Conference – used at the discretion of the Administrator. It can be used on the occurrence of a minor discipline problem or to avoid the occurrence of a more serious, major offense.
- B. Morning Detention (6:40 am-7:17 am) – used for minor offenses. Students may be placed in detention a maximum of 4 different referrals. On the 5th such referral, the student is to receive a suspension for any future violation of school policy. Students must come prepared with planner, paper, and pen/pencil. Students who do not come prepared will be dismissed.
- C. Thursday Behavior Clinic (2:20 pm – 4:30 pm) / Saturday Clinic (8:00-10:00) –Clinics will be used as an alternative to suspension at the discretion of the administration for certain offenses. Students will only be assigned to Behavior Clinic for a maximum of four times during the school year. Any violation of rules governing the center will result in an automatic suspension from school. **Failure to attend the Behavior Clinic for any reason will result in an automatic suspension from school.** Students must come prepared with planner, paper, and pen/pencil. Students who do not come prepared or who display inappropriate behavior will be dismissed.
- D. Suspension – used for major offenses or an excessive amount of minor offenses. Short term suspension will range from 1 to 2 days. Long term suspension will range from 3 to 9 days. An indefinite suspension will be left up to the discretion of the Administration and the Central Office. The severity of the offense will determine the length of the punishment. Suspensions begin at 2:20 on the day of the infraction. **Student may not attend any extra-curricular activities.**
- E. Expulsion – Upon receiving the 4th suspension, the student will be recommended for expulsion. If at any time in the estimation of the Administration the offense is severe enough to warrant expulsion, suspensions will be waived and expulsion will be recommended.

** It should be noted that the accumulation of Detentions, Behavior Clinic assignments not erased from a student's record until the conclusion of the school year.

** The Administration reserves the right to change the Discipline Policy according to requirements of the Central Office and recognizable need for the smooth operation of the school.

| OFFENSE | DETENTION | BEHAVIOR CLINIC | SHORT TERM SUSPENSION | LONG TERM SUSPENSION | EXPULSION |
|--------------------------------------------------------------|-----------|-----------------|-----------------------|----------------------|-----------|
| Fighting | | | | 3 days | |
| Continuing to fight after school personnel's request to stop | | | | 5 days | |
| Fighting (multiple offenses) | | | | 5 days | |
| Hooky (staying home) | X | X | X | | |
| Leaving campus - unauthorized checkout | | X | X | X | |
| Unexcused tardies | X | X | X | | |
| Smoking, dipping, possession, vaping | | | X | X | |

| OFFENSE | DETENTION | BEHAVIOR CLINIC | SHORT TERM SUSPENSION | LONG TERM SUSPENSION | EXPULSION |
|---------------------------------------------------------------------------------------|-----------|-----------------|-----------------------|----------------------|-------------------------------|
| Possession of cigarette lighters/matches | | X | X | | |
| Groom & dress violations | X | X | X | | |
| Disruptive/uncooperative behavior/failure to participate | X | X | X | | |
| Failure to do/complete punish work | X | X | X | | |
| Disrespect for authority | X | X | X | X | X |
| Willful disobedience | X | X | X | X | X |
| Vandalism (suspension until reimbursement is made) | | X | X | X | X |
| Breaking and entering school property | | | | X | X |
| Assault and battery of school personnel | | | | | X (No readmission to SSJH) |
| Harassing/threatening student | X | X | X | X | X |
| Harassing/threatening school personnel | | | | X | X |
| Possession/use of drugs | | | | | X (Period of 2 - 4 semesters) |
| Possession/use of alcohol | | | | X | X |
| Distribution/possession with intent to distribute (law enforcement officers notified) | | | | | X (Period of 2 - 4 semesters) |
| Gambling | X | X | X | | |
| Stealing (reimbursement) | X | X | X | X | X |
| Extortion (reimbursement) | | X | X | X | X |
| Profane language | X | X | X | | |
| Public display of affection | X | X | X | X | X |
| Alteration of grade reporting or medical excuses | X | X | X | X | |
| Forgery of administrator, teacher, or parent's signature | | X | X | X | |
| Minor disturbance | X | X | X | | |
| Major disturbance | | | X | X | X |
| Student trespassing; unauthorized area | X | X | X | X | |
| Possession/use of fireworks | | X | X | X | |

| | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------|---|---|---|---|---------------------------|
| Failure to attend Detention (unexcused absence) | | X | X | | |
| Failure to comply with Detention rules | | X | X | | |
| Chewing gum | X | X | X | | |
| Use of any object as a firearm or weapon | | | | X | X |
| Possession/use of firearm or weapon | | | | | X (Period of 4 semesters) |
| Unacceptable/unauthorized use of computers | X | X | X | X | X |
| Poss./misuse of beepers, cell phones, recording devices | | X | X | X | X |
| Possession of inappropriate personal items (CD players, playing/baseball cards, electronic devices, games, toys, cameras, etc) | X | X | X | | |
| Buying/selling of personal items at school | X | X | X | | |
| False charges against authority | | | | X | X |
| Cell phone (1st possession) | | X | | | |
| Cell phone (2nd possession and each possession thereafter) | | | X | | |
| Other offenses and punishments may be added if needed | | | | | |

CAFETERIA INFRACTIONS

| OFFENSE | DETENTION | BEHAVIOR CLINIC | SHORT TERM SUSPENSION | LONG TERM SUSPENSION | EXPULSION |
|----------------------------------------|-----------|-----------------|-----------------------|----------------------|-----------|
| Cutting in line | X | X | X | | |
| Disrespect towards cafeteria employees | X | X | X | X | X |
| Inappropriate noise level | X | X | X | | |
| Throwing food | X | X | X | X | X |

BUS AND BUS STOP INFRACTIONS

| OFFENSE | DETENTION | BEHAVIOR CLINIC | SHORT TERM SUSPENSION | LONG TERM SUSPENSION | EXPULSION | BUS SUSPENSION |
|----------------------------------------------------|-----------|-----------------|-----------------------|----------------------|-----------|----------------|
| Distracting Driver | X | X | X | X | | X |
| Getting on or off at wrong spot without permission | X | X | | | | X |
| Not staying in seat | X | X | X | X | X | X |
| Throwing objects out of or in bus | X | X | X | X | | X |

DISCIPLINE POLICY

Each teacher will maintain a log of student behavior within their classroom for minor infractions that require the issuance of remedial work. Each teacher shall establish teacher expectations and students must be informed of the expectations. Infractions shall be recorded daily. Upon the fourth infraction, students will receive an office referral. Once the fourth infraction is addressed by the administration, the discipline log for the student shall start over.

REFERRAL PROCESS FOR MINOR INFRACTIONS

1st Infraction – Teacher assigns remedial work

2nd Infraction – Teacher assigns remedial work – must be signed by parent

3rd Infraction – Teacher assigns remedial work – student initials statement regarding consequences for fourth infraction, teacher must make personal contact with parent by phone or acknowledged email.

4th Infraction – Office Referral

BUC INCENTIVE PROGRAM

The BUC incentive program addresses the areas of attendance, mannerly behavior, grade point average, and no office referrals. Incentive students will be recognized and rewarded. The students will also have the opportunity to receive a Positive Behavior Referral. These students will be recognized. Students will also be allowed to attend a PBIS Incentive Day at the end of month and/or semester. The students will be eligible if they have no office discipline / attendance issues. The students will also be recognized as Bucs of the Month and nominated by their teachers. We will also reward students with “Bojo” Bucs for positive behavior throughout the year. The students will receive the opportunity to spend their incentive money at the end of each month.

SCHOOL-WIDE POSITIVE BEHAVIOR INTERVENTION AND SUPPORT

Southside Junior High will participate in a School-Wide Positive Behavior Intervention and Support system designed to improve school climate and environment for all stakeholders. This program is designed to recognize the positive aspects of all stakeholders and give all parties a voice within the school community. Data shall be collected during the course of the school year to identify areas of concern and formulate strategies to address those concerns. A set of school-wide expectations and expectations for specific areas of the school shall be implemented to support SWPBIS.

CHECK WRITING POLICY

LPPS uses **Envision Payment Solutions** for all returned items (NSF). All returned items are subject to electronic re-deposit without further notice. Louisiana State Law authorizes a \$25 (or 5% the face amount) collection fee on all returned items. Please include the following information on every check presented to your child's school including those written for fundraisers: **FULL NAME, CURRENT STREET ADDRESS, HOME PHONE NUMBER**. When filling out checks, please include your child's name in the memo section. Thank you for your cooperation. **Envisions's** contact information is: 1-877-290-5460 or 770-709-3100, customerservice@envisionpayments.com. All checks for purchases through Southside Junior High School should be made out to **Southside Junior High School**.

LPPS FAMILY RESOURCE CENTER

The LPPS Family Resource Center will be housed at the Livingston Parish Literacy and Technology Center in room 142B (Address: 9261 Florida Blvd., Walker, LA 70785/Phone Number 225-667-1098). The center will be open on Tuesday (9p.m. – 7p.m.), Wednesday (9a.m. – 3p.m.), and Thursday (9a.m. – 7p.m.).

The goal of the center is to provide resources that will assist, guide, support, and engage families with their children's education.

Academics

| Weighted Categories for Each Course | PowerSchool Abbreviation | Weights per Category |
|-------------------------------------|--------------------------|----------------------|
| Assessments for Accuracy | Acc | 80% |
| Assessments for Completion | Comp | 10% |
| Common Summative Assessments | CSA | 10% |

GRADING SCALE

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

Grading Procedures

Teachers update grades weekly, therefore PowerSchool demonstrates the most up to date version of grades. Parents and students are strongly encouraged to check PowerSchool weekly (<https://powerschool.lpsb.org/public/home.html>). Students will receive four report cards, one at the end of each 9 week period. The report card will be a cumulative grade of the entire quarter's work based on weighted grades per subject. Two interim reports will be issued each semester: 4 1/2 weeks and 13 1/2 weeks. Interim grades are cumulative as well. When calculating percentages to determine a letter grade, .50 and above will always be rounded off to the next highest number. If you need your login information, please contact the office at 664-4221.

Tutoring

| Tutoring Schedule 6:50-7:20 | |
|--------------------------------------------------------------------|------------------------|
| Subject | Day of the Week |
| Social Studies / Science | Tuesday |
| Math | Wednesday |
| ELA | Thursday |
| **subject to change due to some tutoring taking place after school | |

Tutoring is offered in each of the four core areas for students who need extended help or enrichment. Tutoring will be offered by all teachers in the student's grade level.

Clubs / Extracurriculars

| | | |
|-------------------------------------|----------------------------------|-----------------|
| 4-H | BETA | Technology |
| Robotics | Fellowship of Christian Athletes | Art |
| Youth Legislature / Student Council | CSI | Student Council |
| Digital Media | Sport Clubs | Kindness Crew |
| Drama | Hooked on Books | SADD |

Club Schedule Dates

August 28, September 26, October 24, November 21, January 30, February 27, March 27

LPPS Acceptable Use Guidelines

In our continued efforts to comply with the Children's Internet Protection Act, Livingston Parish Public Schools has adopted and will enforce policies and procedures to protect our students. The policies: IFBGA Computer Access and Use and JCDAF - Bullying, Cyber bullying, Intimidation along with other district policies are available to the public at the school or district administrative office.

Acceptable use of the internet and other network resources include but not limited to:

- A. No access by minors of inappropriate matter
- B. No use of outside electronic mail, chat rooms, and any other forms of direct communication by students
- C. No inappropriate online behavior including cyber-bullying
- D. No revealing personal information.
- E. No illegal activities such as:
 - a. Hacking, Vandalism and unauthorized access.
 - b. Password abuse
 - c. Inappropriate Language
 - d. Trespassing in others' folders
 - e. Damaging computers or networks
 - f. Disabling or modifying LPPS security settings in order to bypass filtering/monitoring to gain unauthorized access to sites or files
 - g. Violating Copyright laws
 - h. Interacting with other individuals on social networking sites and in chat rooms.
 - i. Spreading viruses
 - j. Using the network for commercial ,illegal or violent purposes

Penalties:

- A. Any user violating these provisions, applicable state and federal laws, and district rules shall be subject to loss of network privileges and any other system disciplinary options, including criminal prosecution.

Procedures that have been adopted to enforce the policies include:

- A. Principals will discuss CIPA and Acceptable Use with the staff to explain their responsibilities. Teachers sign a form with the items discussed and their responsibilities listed.
- B. Teachers will disseminate the information to students. As documentation of discussion, students in grades 3 and above must sign a statement that they have been informed of and understand their responsibilities as network users. This form also contains a list of items discussed.
- C. **LPPS also maintains a robust software platform that filters inappropriate material and blocks its access for all users. This software scans emails and internet sites for key words and identifiers. The district reviews filtering reports and internet use regularly to insure protection for students and appropriate use by staff.**
- D. All photos of students on school websites will be unidentified unless a permission form has been completed.
- E. It is the responsibility of the parent go to the school in person and sign a form if you want to:
 - a. Deny your student access to the internet.
 - b. Deny permission for your student's work to be published on classroom web sites.
 - c. Deny permission for your student's unidentified photos to be published on classroom web sites.

For access to the full version of LPPS Policy IFBGA: Student Computer Access and Use, visit bit.ly/IFBGA
LPPS Internet Safety, Digital Citizenship, and Cybersecurity information can be found at bit.ly/LPPSsafety

Audio and Video Recordings

Audio and video recordings are not allowed at Southside Junior High School due to possible violations of FERPA and HIPPA, both of which regulate and protect the right to privacy for adults and minors. Any audio or video recordings at Southside Junior High School require the prior approval of the principal. Please note that this policy does not apply to general assemblies, award ceremonies, and other school sponsored events at Southside Junior High School.

Child Search

In accordance with the State of Louisiana Child Search Program, annual and ongoing activities are conducted to identify and locate children (ages 3 through 21) suspected of being exceptional and needing special education and/or related services. If you have a child or know of a child between the ages of 3 and 5 years old who seems to have difficulty learning, help is available. Contact the Livingston Parish Public Schools Child Search Coordinator at (225) 686-7600. If your child is school-aged, contact your home-based school district regarding these concerns.

Livingston Parish Public School System

Title I Family Engagement Policy

2024-2025

A Districtwide Family Advisory Council has been established in order to revise the current Livingston Parish Title I Parent and Family Engagement policy and expand the plan in accordance with the *Every Student Succeeds Act (ESSA) of 2015*, section 1112 of the Elementary and Secondary Act (ESEA). This council will meet regularly in order to coordinate and integrate family involvement, and evaluate the effectiveness of the policy. This policy will be made available to the local community and updated periodically to meet the changing needs of the families and the school. The ultimate goal is to ensure that all families within the district are provided the same opportunities for involvement in their child's education. The advisory council will also be informed of the process of the 1% of Title I, Part A funds reserved for family engagement. The Local Education Agency (LEA) will incorporate these ideas into the district-wide policy. If there are any unsatisfactory comments on the plan, these will be forwarded to the State Education Agency (SEA).

Under the direction and technical assistance of the Local Education Agency (LEA), each Title I school will have family members serve on the Schoolwide Committee, which will function to review the schoolwide plan and family activities for that school. This plan will be specific to the Title I school and will provide a means for families to become more involved in their child's education.

Consistent with section 1118 of the ESEA, an annual meeting will be held in each school in which family members will be given information about their school participation in the Title I program and related services, an explanation of the requirements of this participation and a school/family compact as required by section 1118(d) of the ESEA. Family members will also be informed of their right to parent-teacher conferences, regular reports on their children's progress, reasonable access to staff, opportunities to volunteer on campus, and to request information regarding the professional certifications of their student's classroom teachers. To the extent, which is practical, meetings will provide full opportunities for the participation of family members of English Learners, Students with disabilities and migrant parents following section 1111 of the ESEA. Information will be understandable and uniform.

One goal of this plan will be to improve communication between home and school through family/school compacts, newsletters, family-teacher conferences, handbooks, agendas, surveys, School Messenger recordings, Electronic communications, such as: telephone calls, texts/emails, and various school social media formats of sharing information; such as Twitter, Facebook, Instagram and My School App. It is important that family members respond to communications from the school in a timely manner and talk with their children about their classroom activities and behavior.

Another goal will be to provide information concerning the *Every Student Succeeds Act (ESSA) of 2015*, the State of Louisiana Accountability Law, the curriculum used at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.

Title I schools will assist families with parenting skills, technology skills, and give assistance in helping with homework, projects, and other at-home activities. Families will be encouraged to take advantage of teacher conferences as a way of monitoring the progress of students. Schools will also provide opportunities for the local community to become more involved with families and with the school.

Family participation is essential to the success of the students. By monitoring the child's progress and working with educators to improve students' achievement, families provide a vital link between the school and the student. Students should know that their family values education and achievement and are available to help them to achieve their goals. Annually, each school will disseminate and collect family surveys to improve engagement. Results from the survey, if needed, will be used to revise family engagement policies at the school level.

It is Livingston Parish Public School System's goal to reach out to, communicate with and work with families as equal partners in our schools.

Livingston Parish Public School System
Title I Family Engagement Policy
(Política de Participación Familia)
2024-2025

Un Consejo Asesor Familia ha sido establecido por el distrito con el fin de revisar la actual política de Livingston Parish Title I Family Engagement (Participación de la Familia) y ampliar el plan de conformidad con el *Every Student Succeeds Act (ESSA) of 2015*. Este Consejo se reunirá periódicamente con el fin de coordinar e integrar la participación de la familia y para evaluar la eficacia de la política. Esta política se pondrá a disposición de la comunidad local y será actualizada periódicamente para satisfacer las necesidades cambiantes de los padres y la escuela. El objetivo final es garantizar que todas las familias dentro del distrito sean proveídas de las mismas oportunidades de participación en la educación de sus hijos. El consejo asesor también será informado del proceso de los fondos del 1% del Título I, Parte A, Los Fondos Reservados para la Participación de los Padres-Familia. La LEA incorporará estas ideas dentro de la política de todo el distrito. Si hay algunos comentarios no satisfactorios en el plan, éstos se remitirán a la Agencia Estatal de Educación (State Education Agency/SEA, por sus siglas en inglés).

Bajo la dirección y la asistencia técnica de la Agencia Local de Educación, cada escuela Título I tendrá miembros de la familia sirviendo/ejerciendo en el Comité de la Escuela, que funcionará para revisar el plan de toda la escuela y las actividades de los padres de esa escuela. Este plan será específico a la escuela de Título I y proporcionará un medio para que padres-familia se involucren más en la educación de sus hijos.

Una reunión anual se llevará a cabo en cada escuela en la que se les dará a los padres información sobre la participación de su escuela en el programa Título I y los servicios relacionados, y una explicación de los requisitos de esta participación. Los miembros de la familia también serán informados de su derecho a las conferencias entre padres y maestros, informes periódicos sobre el progreso de sus hijos, el acceso razonable al personal, oportunidades para ser voluntario y participar en la clase de su hijo, y para solicitar información sobre los títulos profesionales de los maestros de sus hijos. En la medida de lo práctico, las reuniones de padres brindarán oportunidades para la participación de los miembros de la familia con inglés limitado, miembros de la familia con discapacidades y padres migrantes. La información será comprensible y uniforme.

Uno de los objetivos de este plan será el de mejorar la comunicación entre el hogar y la escuela mediante acuerdos entre padres-familia/escuela, boletines informativos, conferencias entre padres y maestros, manuales, agendas, encuestas, mensajes vía School Messenger Phone System, comunicaciones electrónicas tales como: llamadas telefónicas, mensajes de texto y correos electrónicos y otros tipos de intercambio de información. Es importante que los padres respondan a las comunicaciones de la escuela de una manera oportuna y que hablen con sus hijos sobre sus actividades en el aula.

Otro objetivo será proporcionar información acerca del *Every Student Succeeds Act (ESSA) of 2015*, la Ley de Responsabilidad del Estado de Louisiana (State of Louisiana Accountability Law), el currículo usado en la escuela, las formas de evaluación académica utilizadas para medir el progreso del estudiante, y los niveles de competencia que se espera que los estudiantes cumplan.

Las escuelas Título I asistirán a las familias con las habilidades de crianza, habilidades tecnológicas, y darán asistencia para ayudar con las tareas, proyectos y otras actividades en el hogar. Los padres serán animados a tomar ventaja de las conferencias entre padres y maestros como una forma de monitorear el progreso de los estudiantes. Las escuelas también proporcionarán oportunidades para la comunidad local al involucrarse más con las familias y con la escuela.

La participación de familia es esencial para el éxito de los estudiantes. Al monitorear el progreso del niño/a y trabajar con los educadores para mejorar los logros de los estudiantes, los padres proporcionan un vínculo vital entre la escuela y el estudiante. Los estudiantes deben saber que sus de familia valoran la educación y los logros y están disponibles para ayudarles a alcanzar sus objetivos. Anualmente, cada escuela difundirá y recogerá encuestas de familia para aumentar la participación de la familia. Los resultados de la encuesta, si es necesario, se utilizarán para revisar las políticas de participación de familia en el ámbito escolar.

Es la meta del Sistema de Escuelas Públicas del Condado de Livingston (Livingston Parish Public School System) lograr comunicarse y



Livingston Parish Public Schools

Excellence in Education!

13909 Florida Boulevard
P.O. Box 1130

Livingston, Louisiana 70754-1130

Phone: (225) 686-7044 Fax: (225) 686-3052 Website:



What type of drills/training will students participate in?

This year, as in the past, each school will perform monthly drills that include: fire, restricted flow, lockdown, severe weather and bus evacuation.

Fire/Building Evacuation

A fire, gas leak or other chemical/biological hazard inside the building that requires building evacuation.

Restricted Flow

This is used for various situations to prevent direct threats/exposures from occurring on our campuses.

Examples of use are medical emergency (keeping students out of halls and away from situation), dogs on the playground, suspect search near campus, suspicious noise heard near campus, etc. This procedure allows students to continue learning, but prohibits outside activity and reduces and sometimes prohibits visitors on campus.

Lockdown

Used when there is a probable threat to the campus.

When Lockdown is initiated, teachers and staff will gather students to the closest lockable area and lock all outer doors to that room, turn the lights out and students are instructed to stay quiet. The teacher/staff member stays with the students the entire time. There is no movement by students outside the lockable area until the lockdown has been lifted. **Parents and Visitors are not allowed to enter a school while it is in lockdown.**

Who reviews LPPS Emergency Plans?

Each school plan is reviewed by the school crisis team, the central office crisis leader, law enforcement, fire and other emergency responders.

If there is an evacuation, where will students go?

Each school has identified numerous possible alternate locations. Law enforcement, fire and other parish authorities have been advised of these locations, but for security reasons it would be counter-productive to advise of these locations until the actual emergency occurs. In the event that students must be moved to an alternate location, the school board will use the School Messenger System and the LPPS Facebook account to notify parents.

Should I pick up my child at school during an Emergency?

We strongly encourage parents **NOT** to come to the school during an emergency unless directed to do so.

While every parent's natural instinct in an emergency is to go to the school to safeguard his/her child, please understand that doing so may significantly alter the school's ability to respond to the situation.

In addition, going to the school may interfere with police or other emergency workers whose sole purpose is to assure the safety and well being of students and staff. Vehicles driving to the school, for example, will restrict access of emergency vehicles or school buses that are loading children for evacuation or to take them home.

While it may seem logical that every student taken home by a parent reduces the workload of the staff, in a fast-moving situation that requires careful coordination and communication, extra vehicles and visitors to the school actually make the task of keeping track of all students more difficult.



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Where can I get ACCURATE information during an emergency?

The school board will utilize the School Messenger System and the LPPS Facebook page to notify parents of where to go to get information on your student and to be reunited with your student. We will also utilize the media to get information out to our parents.

LPPS works in conjunction with LPSO, Livingston Office of Homeland Security and Municipalities during emergency situations.

A good source of information from the school board can be found on the Livingston Parish Sheriff's Office Facebook page, the Livingston Parish School Board Facebook page. LPPS supplies LPSO with updated information for them to post. **Do not go off of comments posted on Facebook pages. Only the information posted directly by LPSO and LPPS is confirmed information.**

Ways to report threats of violence made to student(s) and or school(s)

First, we hope that you feel comfortable enough to report any concerns/threats directly to your school's principal or administrative staff. If this is not a feasible option, we now offer reporting via on-line or phone.

The link to on-line reporting is available on the LPPS website, but is also listed below:

<https://lpsb-la.safeschoolsalert.com>

Or

833-697-1589

When reporting via on-line or phone, the more information you can provide will help us effectively investigate this situation.

Bus Accidents

When a bus accident occurs, LPPS' first actions are to account and care for each student on board. When students are on the bus during an accident, it is a parish emergency response procedure that fire and ambulance services are sent to the scene. Students will be checked out and parents will be notified, but this notification may take time. If your student reports an injury, you will be contacted immediately from the scene. It is not necessary to come to the accident scene as we will have a bus transport them from the scene to their destination.

What can I do to plan ahead?

The two most important things you as a parent can do are to make certain your child's school and bus driver has up-to-date emergency contact and check out card information. Also, review with your child those that are allowed to check them out when you are unavailable.

Being prepared for emergencies is not only a requirement of the State, but is also taken very seriously by the staff and administration of Livingston Parish Public Schools.

The purpose of this guide is to assist in answering some questions that parents frequently ask about crisis situations.

When disaster strikes, the first consideration for every LPPS staff member is the safety of the children in our care.

Questions about the information contained in this guide should be directed to your school's principal.

LPPS
P.O. BOX 1130
LIVINGSTON, LA 70754
(225) 686-7044

POLICY STATEMENT

It is the policy of the Livingston Parish School Board to provide a free and appropriate public education to each disabled student within jurisdiction, regardless of the nature of the disability.

It is the intent of the Livingston Parish School System to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated and provided with appropriate educational services. Students may be disabled under this policy even though they do not require services pursuant to the Individuals with the Disabilities Education Act (IDEA).

Due process rights of disabled students and their parents under Section 504 will be enforced.

If there are questions pertaining to Section 504, they may be directed to the Coordinator of 504 activities at the Livingston Parish School Board. The telephone number is (225) 686-7044.

Southside Jr. High School does not discriminate because of race, sex, age, and/or religion.