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NOTICE: Addition or changes to the SHS handbook may be necessary due to changes in WPSB policy or State Law. Any changes would supersede conflicting sections of this handbook. An online version of the handbook is also available at: www.sareptahigh.org.

WELCOME TO SAREPTA HIGH SCHOOL

The information contained in this handbook is presented with the hope that it will be a valuable aid in helping you at Sarepta High School. We strongly urge you to read and study this handbook in order to become familiar with the contents. The handbook includes policies and procedures that have a very definite influence on your day-to-day school life.

The purpose of education is to help each student become an effective citizen. To develop and accept the responsibilities and the obligations of good citizenship will help us to participate successfully in the world of tomorrow and today. We hope that you will participate in our varied activities and thus find those things within our school that will prepare you to live a better life and finally take a place in a complex society.

Sarepta High welcomes you to its ranks and we hope that you will always be conscious of its traditions and requirements. This school is whatever you make it. Let us always have the spirit to do the things that will make it outstanding.

The faculty and administration wish to help you in every way possible. They are people who are very interested in your welfare and future. Feel free to share anything with them, to get to know them well, and to accept their help and guidance throughout your school days.

PHILOSOPHY

We believe that education should be provided for all boys and girls, regardless of ability, personality, or other personal or social factors, and that they should be encouraged to remain in school until they complete a curriculum appropriate to their needs and capabilities.

We believe that pupils should be taught subject matter adapted to their individual abilities and aimed at enabling them to establish goals, to clarify values and beliefs, and to utilize resources for successful personal and family living in a democratic society. They should be motivated by creative and diversified instruction and continuously challenged to achieve. They should be stimulated to think independently, to make worthwhile decisions, and to act responsibly.

We believe that teachers should be competent, cooperative, inspired, and dedicated to the ideals of our democracy. They should have a broad academic background, specialized preparation in their instructional field, adequate professional training, the ability to communicate with young people, and a continuous desire to grow professionally. They should possess intellectual, moral, and spiritual values as well as good physical and mental health. They should also possess an intense desire to see their students grow emotionally, intellectually, and socially.

We believe that the school should cooperate with the community in planning and implementing a flexible educational program. The school should endeavor to keep the community informed through an active program of public relations. School resources should be made available to the community and the school should make effective use of community resources.

We believe that the school plant should be designed and equipped to meet the curriculum needs. It should be attractive, comfortable, and well kept.

We believe that our program of education should be constantly evaluated and improved to meet the needs of our youth in a changing democratic society.

ATTENDANCE

In order to be eligible to receive credit for courses a student must be in attendance for a minimum of 81 days per term for grades 9-12 or 160 days per year for grades 1-8. The ONLY exception to the attendance regulations shall be extenuating circumstances that are verified and approved by the Supervisor of Child Welfare and Attendance. The following attendance rules will be enforced fairly and consistently. Students will not be reminded to clear excuses. Teachers are to consider absences unexcused until an excuse is posted on the attendance system of JPAMS. Excessive unexcused absences will be turned over to the Webster DA Truancy center.

- 1) Students who become ill at school will not be allowed to check out unless a parent/guardian/grandparent contacts or comes to the school to sign them out.
- 2) Students who check out to go to a doctor/dentist/orthodontist/counselor/etc. MUST bring a doctor's excuse when they return to school.
- 3) Routine doctor's checkups should be scheduled after school hours whenever possible.
- 4) Absences for the purpose of taking care of personal business are not excused.
- 5) Students must bring a note from a parent or guardian explaining an absence. These notes shall be presented to the homeroom (1st hour) teacher upon arrival at school. Students will be excused if the reason(s) for the absence are within acceptable bounds. A student may NOT make up work for an UNEXCUSED absence. The following reasons would warrant an excused absence:
 - a) Illness, injury, or extenuating medical circumstances that can be confirmed by a doctor, dentist, nurse practitioner, hospital, or parental notification.
 - b) Absences caused by a school-sponsored activity (i.e.: FBLA trip, etc.)
 - c) Death in the immediate family. The excuse must give the name of the relative and the place of the funeral.
 - d) The Principal MUST approve all other excuses.
- 6) UNEXCUSED absences will be issued for such things as "I went hunting", "I had to get pictures made", "I had a hair appointment". Students cannot expect to do well in school if they are absent for frivolous reasons. A parental note must be sent to validate all absences.
- 7) FIVE consecutive days absent will require a doctor's excuse. The excuse must be brought to the office upon return. The doctor's excuse must be brought within five days after a student returns to school, or it will be considered invalid. Doctor's excuses that have been altered may result in legal prosecution.
- 8) If a student must attend court, the absence for that period of time will be excused if an excuse is provided by an officer of the court. The student should be in class except for the time of the court appearance.
- 9) All excuses must be presented within five days of the student's return to school to be valid. Only original, unaltered excuses will be accepted. Faxed excuses will not be accepted.
- 10) On a student's 5th unexcused absence, the school will provide written or oral notification to the student's parent or guardian.
- 11) Upon the 6th unexcused absence the student will be turned over to the Bossier/Webster Truancy Court and the Supervisor of Child Welfare and Attendance.

TRUANCY

In compliance with Louisiana Revised Statute 17-221, it is the policy of the Webster Parish School System to require that a child from the seventh birthday to the eighteenth birthday attend a public or private school during regular school hours. A child between the ages of seventeen and eighteen may withdraw from school prior to graduation with the written consent of his parent, tutor, or legal guardian. Any child below the age of seven, who is legally enrolled in school, is subject to the state compulsory school laws. Kindergarten students, once registered, must comply with the Compulsory School Attendance Law. The Bossier/Webster District Attorney's office will assist the parish with the compliance of this law through the Truancy Assessment and Service Center (TASC).

Steps for K-5:

1. 5-8 absences: letter form TASC.
2. 10 absences: conference with TASC
3. Excessive absences: court appearances for parents

Steps for 6-12:

1. 6 absences: letter form TASC.
2. 7 absences: hearing with student and parent at TASC
3. 8 absences: teen court, fine, public service work, and suspension of driver license.

Additional absences will result in Juvenile Court

CURRICULUM FOR SAREPTA HIGH

English I, II, III, IV

Fine Arts Survey

Algebra I, II, III

Geometry

Intro to Business Computer Applications

Business Computer Applications

World Geography

Civics

World History

American History

Free Enterprise

Environmental Science

Biology I, II

Business English

Agriscience I, II, III, IV

Family & Consumer Sci I, II, III, IV

Advanced Math

Business Math

Accounting

Horticulture

Psychology

Introduction to Teaching

Library Science

Publications/Desktop Publishing

Chemistry

Physical Science

High School Graduation Requirements

A. Standard Diploma

1. For incoming freshmen prior to 2008-2009, the 23 units required for graduation shall include 15 required units and 8 elective units; the elective units can be earned at technical colleges as.

2. For incoming freshmen in 2008-2009 and beyond, the 24 units required for graduation shall include 16 required units and 8 elective units for the Louisiana Core Curriculum, or 21 required units and 3 elective units for the Louisiana Core 4 Curriculum; the elective units can be earned at technical colleges.

3. Beginning with incoming freshmen in 2008-2009, all ninth graders will be enrolled in the Louisiana Core 4 Curriculum.

a. After the student has attended high school for a minimum of two years, as determined by the school, the student, the student's parent, guardian, or custodian may request that the student be exempt from completing the Louisiana Core 4 Curriculum.

b. The following conditions shall be satisfied for consideration of the exemption of a student from completing the Louisiana Core 4 Curriculum.

i. The student, the student's parent, guardian, or custodian and the school counselor (or other staff member who assists students in course selection) shall meet to discuss the student's progress and determine what is in the student's best interest for the continuation of his educational pursuit and future educational plan.

ii. During the meeting, the student's parent, guardian, or custodian shall determine whether the student will achieve greater educational benefits by continuing the Louisiana Core 4 Curriculum or completing the Louisiana Core Curriculum.

iii. The student's parent, guardian, or custodian shall sign and file with the school a written statement asserting their consent to the student graduating without completing the Louisiana Core 4 Curriculum and acknowledging that one consequence of not completing the Louisiana Core 4 Curriculum may be ineligibility to enroll in into a Louisiana four-year public college or university. The statement will then be approved upon the signature of the principal or the principal's designee.

iv. The student, the student's parent, guardian, or custodian and the school counselor (or other staff member who assists students in course selection) shall jointly revise the Career Options Law Five-Year Plan.

c. The student in the Louisiana Core Curriculum may return to the Louisiana Core 4 Curriculum, in consultation with the student's parent, guardian, or custodian and the school counselor (or other staff member who assists students in course selection).

d. After a student who is 18 years of age or older has attended high school for two years, as determined by the school, the student may request to be exempt from completing the Louisiana Core 4 Curriculum by satisfying the conditions cited in Subparagraph 3.b with the exception of the requirement for the

participation of the parent, guardian, or custodian, given that the parent/guardian has been notified.

B. In addition to completing a minimum of 23 Carnegie credits, students must pass the English language arts and mathematics components of the GEE and either the science or social studies portions of GEE to earn a standard high school diploma. For students with disabilities who have passed two of the three required components of the GEE and have exhausted all opportunities available through the end of the twelfth grade to pass the remaining required GEE component, that GEE component may be waived by the State Superintendent of Education if the Department of Education determines the student's disability significantly impacts his/her ability to pass the GEE component.

1. The English language arts and mathematics components of GEE shall first be administered to students in the tenth grade.

2. The science and social studies components of the graduation test shall first be administered to students in the eleventh grade.

3. Remediation and retake opportunities will be provided for students that do not pass the test. Students shall be offered 50 hours of remediation each year in each content area they do not pass. 4.

C. Prior to or upon the student's entering the tenth grade, all LEAs shall notify each student and his/her parents or guardians of the requirement of passing GEE.

1. Upon their entering a school system, students transferring to any high school of an LEA shall be notified

by that system of the requirement of passing GEE.

E. Minimum Course Requirements for High School Graduation

1. For incoming freshmen prior to 2008-2009, the minimum course requirements for graduation shall be the following:

| | |
|---|--------------------|
| English | 4 units |
| Shall be English I, II, and III, in consecutive order; and English IV or Business English. | |
| Mathematics | 3 units |
| (Effective for incoming freshmen 2005-2006 and beyond.) All students must complete one of the following: <ul style="list-style-type: none"> • Algebra I (1 unit) or • Algebra I-Pt. 1 and Algebra I-Pt. 2 (2 units) or • Integrated Mathematics I (1 unit) The remaining unit(s) shall come from the following: Integrated Mathematics II, Integrated Mathematics III, Geometry, Algebra II, Financial Mathematics, Advanced Mathematics I, Advanced Mathematics II, Pre-Calculus, Calculus, Probability and Statistics, and Discrete Mathematics. (Effective for incoming freshmen 1997-98 through 2004-2005) Shall be selected from the following courses and may include a maximum of 2 entry level courses (designated by E): Introductory Algebra/Geometry (E), Algebra I-Part 1 (E), Algebra I-Part 2, Integrated Mathematics I (E), Integrated Mathematics II, Integrated Mathematics III, Applied Mathematics I (E), Applied Mathematics II, Applied Mathematics III, Algebra I (E), Geometry, Algebra II, Financial Mathematics, Advanced Mathematics I, Advanced Mathematics II, Pre-Calculus, Calculus, Probability and Statistics, and Discrete Mathematics | |
| Science | 3 units |
| Shall be the following: 1 unit of Biology 1 unit from the following physical science cluster: Physical Science, Integrated Science, Chemistry I, Physics I, Physics of Technology I 1 unit from the following courses: Aerospace Science, Biology II, Chemistry II, Earth Science, Environmental Science, Physics II, Physics of Technology II, Agriscience II, an additional course from the physical science cluster, or a locally initiated science elective. <ul style="list-style-type: none"> • Students may not take both Integrated Science and Physical Science • Agriscience I is a prerequisite for Agriscience II and is an elective course. | |
| Social Studies | 3 units |
| Shall be American History, 1/2 unit of Civics or AP American Government, 1/2 unit of Free Enterprise; and 1 of the following: World History, World Geography, Western Civilization, or AP European History. | |
| Health Education | 1/2 unit |
| Physical Education | 1 1/2 units |
| Shall be Physical Education I and Physical Education II, or Adapted Physical Education for eligible special education students. A maximum of 4 units of Physical Education may be used toward graduation. NOTE: The substitution of JROTC is permissible. | |
| Electives | 8 units |
| TOTAL | 23 units |

2. For incoming freshmen in 2008-2009 and beyond who are completing the Louisiana Core Curriculum, the minimum course requirements for graduation shall be the following:

| | |
|---|--------------------|
| English | 4 units |
| Shall be English I, II, and III, and English IV or Senior Applications in English | |
| Mathematics | 4 units |
| Algebra I (1 unit) or Algebra I-Pt. 1 and Algebra I-Pt. 2 (2 units) Geometry The remaining units shall come from the following: Algebra II, Financial Mathematics, Senior Applications in Math, Advanced Mathematics I, Advanced Mathematics II, Pre-Calculus, Calculus, Probability and Statistics, Discrete Mathematics, or a locally initiated elective approved by BESE as a math substitute. | |
| Science | 3 units |
| Shall be the following: 1 unit of Biology 1 unit from the following physical science cluster: Physical Science, Integrated Science, Chemistry I, Physics I, Physics of Technology I 1 unit from the following courses: Aerospace Science, Biology II, Chemistry II, Earth Science, Environmental Science, Physics II, Physics of Technology II, Agriscience II, Anatomy and Physiology, an additional course from the physical science cluster, or a locally initiated elective approved by BESE as a science substitute. <ul style="list-style-type: none"> Students may not take both Integrated Science and Physical Science Agriscience I is a prerequisite for Agriscience II and is an elective course. | |
| Social Studies | 3 units |
| Shall be American History, 1/2 unit of Civics or AP American Government, 1/2 unit of Free Enterprise; and 1 of the following: World History, World Geography, Western Civilization, or AP European History. | |
| Health Education | 1/2 unit |
| Physical Education | 1 1/2 units |
| Shall be Physical Education I and Physical Education II, or Adapted Physical Education for eligible special education students. A maximum of 4 units of Physical Education may be used toward graduation. NOTE: The substitution of JROTC is permissible. | |
| Electives | 8 units |
| TOTAL | 24 units |

3. For incoming freshmen in 2008-2009 and beyond who are completing the Louisiana Core 4 Curriculum, the minimum course requirements shall be the following:

| | |
|--|--------------------|
| English | 4 units |
| Shall be English I, II, III, and English IV | |
| Mathematics | 4 units |
| Algebra I (1 unit) or Algebra I-Pt. 2 Geometry Algebra II The remaining unit shall come from the following: Financial Mathematics, Senior Applications in Math, Advanced Mathematics I, Advanced Mathematics II, Pre-Calculus, Calculus, Probability and Statistics, Discrete Mathematics, or a locally-initiated elective approved by BESE as a math substitute. | |
| Science | 4 units |
| Shall be the following: 1 unit of Biology 1 unit of Chemistry 2 units from the following courses: Physical Science, Integrated Science, Physics I, Physics of Technology I, Aerospace Science, Biology II, Chemistry II, Earth Science, Environmental Science, Physics II, Physics of Technology II, Agriscience II, Anatomy and Physiology, or a locally initiated elective approved by BESE as a science substitute. <ul style="list-style-type: none"> Students may not take both Integrated Science and Physical Science Agriscience I is a prerequisite for Agriscience II and is an elective course. A student completing a Career and Technical Area of Concentration may substitute a BESE/Board of Regents approved IBC-related course from within the student's Area of Concentration for the 4th required science unit | |
| Social Studies | 4 units |
| Shall be the following 1/2 unit of Civics or AP American Government 1/2 unit of Free Enterprise 1 unit of American History 1 unit from the following: World History, World Geography, Western Civilization, or AP European History 1 unit from the following: World History, World Geography, Western Civilization, AP European History, Law Studies, Psychology, Sociology, or African American Studies. A student completing a Career and Technical Area of Concentration may substitute a BESE/Board of Regents approved IBC-related course from within the student's Area of Concentration for the 4th required social studies unit. | |
| Health Education | 1/2 unit |
| Physical Education | 1 1/2 units |
| Shall be Physical Education I and Physical Education II, or Adapted Physical Education for eligible special education students. A maximum of four units of Physical Education may be used toward graduation. NOTE: The substitution of JROTC is permissible. | |
| Foreign Language | 2 units |
| Shall be 2 units in the same foreign language or 2 Speech courses | |
| Arts | 1 unit |
| 1 unit Fine Arts Survey or 1 unit of Art (§2333), Dance (§2337), Music (§2355), Theatre Arts (§2333), or Applied Arts. A student completing a Career and Technical Area of Concentration may substitute a BESE/Board of Regents approved IBC-related course from within the student's area of concentration for the required applied arts unit. | |
| Electives | 3 units |
| TOTAL | 24 units |

ADDITIONAL GRADUATION NOTES

1. Graduation exercises shall be scheduled on Monday during the last two weeks of the regular school session.
2. In order to be eligible for honor selection, a student must be a citizen of the United States, and have been in the local school his/her entire senior year, unless he/she is a transfer from another school in the Webster Parish School System.
3. In order to participate in the graduation ceremony, a student must have completed all the requirements for graduation including all applicable portions of the GEE. All courses must be completed and all final grades reported to the principal by the graduation date. A student who lacks 1/2 credit or more will not be allowed to participate in the graduation ceremony. Students must have cleared ALL school-related debts prior to graduation.
4. Only those students eligible to receive a regular high school diploma or a Certificate of Achievement (special education students) shall be allowed to participate in graduation ceremonies. Students completing the General Educational Development (GED) program will not be allowed to take part in regular high school graduation ceremonies.
5. All eligible members of the graduating class will be ranked with the number one and number two students being designated as the valedictorian and salutatorian. The students shall be ranked on all subjects pursued. The top 25% of the graduating class may be made available to the public, but only the grade point averages of the valedictorian and salutatorian will be released. The rankings will be based on the numerical percentage averages.

TRANSCRIPTS

A transcript of high school records may be obtained from the office for the purpose of applying for scholarships or awards. Colleges may require official transcripts to be mailed to them directly from the school office. Please limit these requests to those colleges that you are truly interested in attending. Transcripts will be provided at no charge immediately following graduation. After the initial graduation transcripts are sent there will be a \$2.00 per copy fee for the transcript and mailing.

TOPS

Louisiana's Tuition Opportunity Program for Students (TOPS) is a comprehensive program of state scholarships and one of the most innovative and progressive student assistance programs in the nation. Please see the back page of this handbook for the most current TOPS requirements.

You must apply for all TOPS awards by submitting that version of the Free Application for Federal Student Aid (FAFSA), which corresponds to the year you plan to enroll in a postsecondary school. You must enter the name of a school located in Louisiana for your application to be considered. The FAFSA may be filed after January 1 and must be received prior to the state deadline published on the form. A FAFSA may be obtained from your high school guidance counselor or college financial aid office or by calling the Office of Student Financial Assistance at 1-800-259-5626 or online at <http://www.fafsa.ed.gov>.

The TOPS program has undergone many revisions during the past few legislative sessions. Students should not wait until their senior year to start planning in this direction. The program requires a set grade point average, ACT score, and certain coursework. You may contact our guidance counselor to get more detailed information. **START PLANNING TODAY!!**

HONOR ROLL

Principal's List: Straight "A's"

"A" Honor Roll: 92.5%-Up

"B" Honor Roll: 84.5%-92.49%

Students with grades less than 74% or "I" grades will not be considered for Honor Roll.

GRADING SCALE

| PERCENT | LETTER |
|---------|--------|
| 93-100 | A |
| 85-92 | B |
| 74-84 | C |
| 66-73 | D |
| 0- 65 | F |

CORRESPONDENCE STUDY COURSES

Credit toward high school graduation may be earned through correspondence work from Louisiana State University. Information about the course work may be obtained from the guidance counselor. This is the only method by which correspondence study credits may be earned. The student must pay all costs for tuition and books. All correspondence course work must be approved by the principal.

HIGH SCHOOL CLASSIFICATIONS

The school uses the following scale of Carnegie units for classification of high school students.

| | |
|------------|---|
| FRESHMAN: | 0 - 4 1/2 units |
| SOPHOMORE: | 5 - 10 1/2 units AND be a 2nd year student |
| JUNIOR: | 11 - 15 1/2 units AND be a 3rd year student |
| SENIOR: | 16 - UP units AND be a 4th year student |

Students will not be moved from one grade level to the next at mid-term.

GRADING POLICY

No system of marking will solve all the problems involved with reporting grades to students and parents. Nevertheless, in order to provide as much uniformity as possible among Webster Parish teachers, the following procedures shall be followed in marking student achievement and assigning grades.

1. Points shall be recorded for all tests in all grades. All points will carry equal value.

2. Each teacher shall determine the number of points for each question, and the total possible points shall be recorded in the grade book.
3. Using points does not mean that only objective tests must be given. When subjective tests are given, points may still be used by assigning a given number of points to each question.
4. At the end of each six-weeks grading period the teacher shall total the points earned by each student. The percentage of possible points scored by the student shall determine the student's grade based on the Webster Parish grading scale.
5. The semester grade in any subject is determined by the average of the three six-weeks grades. The final grade shall be determined by averaging the two semester percentages.
6. A student who passes either the first or second semester of any high school course may be awarded 1/2 credit.
7. A student who fails the first semester in a full unit course may pass the course by making a percent high enough during the second semester to average to 66%. The two semester grades shall be averaged to determine the session grade.

Sarepta High Website

Sarepta High School now has a very comprehensive website that contains very much information about our school. The site is updated constantly. We urge you to let this website be a constant source of information about Sarepta High. The website is located at www.sareptahigh.org.

Additional Policies and Information

Additional policies pertaining to the student and day to day operation of the school may be found online at <http://www.websterpsb.org>. School board policies often change and the latest policy may be found in the policy section of the school board website. Both parents and students are encouraged to explore the website. The administration of the Webster Parish School Board and Sarepta High School reserves the right to change or modify policies as needed.

SHS Staff Development Days

Sarepta High School staff will have eight afternoons this school year dedicated to staff development. All Schools in Webster Parish will dismiss early these days. School for the students will dismiss at 1:15 PM so all staff members can have collaborative staff development time together. This will not be a time to schedule parent conferences. This would be a great time for doctor/dentist appointments. Staff development days are as follows:

September 3, 2009
 October 1, 2009
 November 5, 2009
 December 3, 2009

January 7, 2010
 February 14, 2010
 March 4, 2010
 May 6, 2010

REPORT CARDS

Report cards are given to students at the end of a six weeks period with the exception of the parent-teacher conference week when the parents must pick up report cards. If parents wish to have other conferences with teachers, they should make an appointment through the office. Report cards are sent out the Thursday after the six weeks ends. Any incomplete grades on report cards will become "E" if not made-up in allotted time. Progress reports may be sent home at the beginning of the fourth week of each six weeks period.

BELL SCHEDULES

GRADES 7-12

| | Begins | Tardy | Ends |
|----------------------|--------------------|-------|-------|
| 1 st hour | 7:55 | 7:58 | 8:52 |
| 2 nd hour | 8:52 | 8:55 | 9:49 |
| 3 rd hour | 9:49 | 9:52 | 10:46 |
| 4 th hour | 10:46 | 10:49 | 11:43 |
| 5 th hour | 11:43 | 11:46 | 12:40 |
| Lunch | 12:40 (12:35 Duty) | | 1:15 |
| 6 th hour | 1:11 | 1:14 | 2:08 |
| 7 th hour | 2:08 | 2:11 | 3:05 |

GRADES 4-6

| | Begins | Ends |
|------------------------|--------|-------|
| 1 st period | 7:55 | 8:52 |
| 2 nd period | 8:52 | 9:49 |
| 3 rd period | 9:49 | 10:46 |
| 4 th period | 10:46 | 11:43 |
| Lunch | 11:43 | 12:14 |
| 5 th period | 12:14 | 1:11 |
| 6 th period | 1:11 | 2:08 |
| 7 th period | 2:08 | 3:05 |

GRADES K-3

| | Begins | Ends |
|-----------------------|--------|-------|
| 1 st block | 7:55 | 9:30 |
| 2 nd block | 9:30 | 11:00 |
| Lunch | 11:00 | 11:40 |
| 3 rd Block | 11:50 | 1:15 |
| Afternoon Break | 1:15 | 1:35 |
| 4 th Block | 1:30 | 3:05 |

Short Bell Schedule Grades 7-12

| | Begins | Tardy | Ends |
|----------------------|--------|-------|-------|
| 1 st hour | 7:55 | 7:58 | 8:44 |
| 2 nd hour | 8:44 | 8:47 | 9:33 |
| Activity | 9:33 | | 10:33 |
| 3 rd hour | 10:33 | 10:36 | 11:22 |
| 4 th hour | 11:22 | 11:25 | 12:11 |
| 5 th hour | 12:11 | 12:14 | 1:00 |
| Lunch | 1:00 | | 1:27 |
| 6 th hour | 1:27 | 1:30 | 2:16 |
| 7 th hour | 2:16 | 2:19 | 3:05 |

Short Bell Schedule Grades 4-6

| | Begins | Ends |
|----------------------|--------|-------|
| 1 st hour | 7:55 | 8:44 |
| 2 nd hour | 8:44 | 9:33 |
| Activity | 9:33 | 10:33 |
| 3 rd hour | 10:33 | 11:22 |
| 4 th hour | 11:22 | 12:11 |
| Lunch | 12:11 | 12:41 |
| 5 th hour | 12:38 | 1:27 |
| 6 th hour | 1:27 | 2:16 |
| 7 th hour | 2:16 | 3:05 |

CHECK-OUT POLICY

In order to leave the campus, a student must go to the office and request permission to check out. The Principal or Secretary must speak with the student's parent and secure their permission to check out. The student will also be allowed to use the telephone to make arrangements for transportation. The student will then sign out after permission is secured from both the parent and school administration. If the student returns the same day, they must sign in. Upon returning to school each student is to bring a note from his/her parents verifying the absence and giving the date and reason for absence. To sign out and leave is not permissible. If a student leaves without permission, Saturday detention will be assigned. No student will be allowed to check out after 2:40 PM.

**WEBSTER PARISH SCHOOL BOARD
SCHOOL CALENDAR FOR 2009-2010
DATES**

| | | |
|--------------|---|----------------------|
| July 30 | 10 Month Staff Begins | EARLY DISMISSAL DAYS |
| August 4 | Principals Meeting Service Center 8:30 A.M. | September 3 |
| August 6 | Secretaries In-Service WPSB Central Office 8:00A.M. | October 1 |
| August 6 | Custodial In-Service WPSB Central Office 1:00 P.M. | November 5 |
| August 4 | Bus Drivers In-Service Meeting 8:00 A.M. Location MHS | December 3 |
| August 7 | New Teachers Orientation Session-WPSB Boardroom 8:00 A.M. | January 7 |
| August 6 | Special Education Location: TBA | February 4 |
| August 10 | SFS Workshop-Location: MHS Cafeteria | March 4 |
| August 10/11 | Webster FIRST New Teachers Induction-WPSB-In-Service Room | April - none |
| August 13 | Teacher In-Service Day | May 6 |
| August 14 | Students Register 8:00-10:00 Regular Day for Teachers | |
| August 17 | First Full Day of School for Students | |

SIX WEEKS GRADING PERIODS

| | | | |
|-------------------------|-----------|--------------|--------------------|
| August 17-September 25 | (29 days) | Report Cards | September 30, 2009 |
| September 28-November 6 | (29 days) | Report Cards | November 11, 2009 |
| November 9-January 6 | (28 days) | Report Cards | January 12, 2010 |
| January 7-February 18 | (29 days) | Report Cards | February 23, 2010 |
| February 19-April 9 | (29 days) | Report Cards | April 14, 2010 |
| April 12 – May 20 | (27 days) | Report Cards | Mailed Home |

HOLIDAYS, ETC.

| | | | |
|-----------------------|--------------------------------|-------------------|-----------------|
| September 7, 2009 | Labor Day | January 18, 2010 | MLK day |
| October 26, 2009 | Three Day Weekend (No School) | February 15, 2010 | Presidents' day |
| November 23-27, 2009 | Thanksgiving Break | March 15-19, 2010 | Spring Break |
| December 21-January 1 | Christmas & New Years Holidays | April 2-5, 2010 | Easter Break |
| | | April 23-26, 2010 | 4 Day Weekend |

EXAMS

| | |
|------------------------|--|
| April 12-16, 2010 | LEAP (4 th & 8 th), iLEAP (3, 5, 6, 7, 9), GEE (10, 11) Exams |
| Last Day for Seniors | May 6, 2010 |
| Last Day for Students: | May 20, 2010 (May 19 th if no inclement weather day used) |
| Last Day for Teachers | May 21, 2010 |

GENERAL POLICIES

- 1) Students are encouraged to eat in cafeteria, but permission to go home for lunch may be granted if a doctor has a student on a special diet.
- 2) The play areas are divided according to buildings. Students from grades 6 -12 are not permitted on the elementary area. 6 -12 grade students are to take breaks outside the office or in front of the high school building. The parking lot area and covered entrance behind the cafeteria are off limits. Students are not allowed in the building before school, at recess, or during lunch. On bad weather days, students are to go to the gym.
- 3) The care of school property is a responsibility of all students. Students are liable for all damages done purposely and will be required to pay for items damaged or destroyed.
- 4) Orderliness is expected in the school buildings and on the grounds at all times, including all school activities after school hours and weekends.
- 5) Students must use school-furnished transportation to and from all school-sponsored activities. (NO EXCEPTIONS)
- 6) The concession stand is for student enjoyment, but may be closed any time the campus becomes cluttered with liter. No food or drinks are allowed in the building. Students owing monies to the cafeteria may not purchase items at the concession stand.
- 7) Subjects cannot be added or dropped after two weeks of the school year have passed unless recommended by the teachers involved.
- 8) Student behavior in the cafeteria should be based on courtesy and cleanliness. At no time are students allowed to take food outside the cafeteria.

AUTOMOBILES, MOTOR VEHICLES, BICYCLES, AND MOTORCYCLES

Vehicles must be vacated immediately upon arrival at school. Students are not to return to the vehicle until the end of the day. Any other trips to the parking area must be approved by the school administration. Students must understand that vehicles may be searched according to applicable laws at any time. Vehicles must not contain any item that is prohibited from school grounds (i.e.: guns, alcohol, drugs, etc.).

Students that drive to school will be required to obtain a parking permit to park on campus. All students will be given a permit free of charge when they register their vehicle. Lost permits will require a \$5.00 fee. All students parking on campus must have their permit displayed on their vehicle. Parking violations and/or other vehicle violations will result in student being denied driving privileges to school and/or towing of the student's vehicle.

VISITORS

All visitors MUST check in through the office upon arrival at school. Students are not permitted to visit with persons who might drive onto the areas around campus. ALL visitors while on campus must wear a Webster Parish School Visitor Pass. Students may not receive items dropped off at the street.

LIBRARY

The library has books, magazines, and pamphlets for assigned study and recreational reading. It is open for use through English classes and at breaks. The library is a place for intense study or reading. Students using the library are to be as quiet as possible at all times.

TEXTBOOKS

Textbooks are the responsibility of the student and not the school. Each student is given a numbered textbook. The student's name is written in the textbook in ink and the name and number is recorded by the teacher. All lost books must be paid for by the student. If a student loses a book they will not be given another book until the lost book is paid for. If the book is found, then the payment will be reimbursed.

HALL PASSES

Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have a hall pass from an authorized staff member.

SCHOOL DEBTS

All debts owed by students must be cleared before a student is allowed to participate in any extra-curricular activity (this includes athletics, homecoming, school elections, etc.). Students will not be allowed to receive items that have not been paid for. Please make necessary arrangements to remain debt free. Any check returned to Sarepta High School will be charged a \$25.00 fee.

WITHDRAWAL AND TRANSFER

The procedure for withdrawal and transferring is as follows:

1. Parent or guardian must come to school with student wishing to withdraw.
2. Obtain appropriate forms from the school secretary.
3. Have the forms filled out by teachers, return all schoolbooks and property, and make sure fees are paid.
4. Take completed forms to school secretary for clearance.

ASSEMBLIES

Assemblies are a regularly scheduled part of the curriculum and as such, are designed to be educational as well as entertaining experiences. They provide one of the few opportunities in school to learn formal audience behavior. Regardless of the type of program, courtesy demands that the student body be respectful and appreciative. In live entertainment, unlike radio, television or movies, the performers are very conscious of their audience. Talking, whispering, whistling, stamping of feet and/or booing are discourteous. Yelling is appropriate only at Pep Rallies.

MAKE UP WORK

Students are responsible immediately upon return to school for requesting make-up work from their respective teachers. If dates of a student's absence are known in advance, the teacher shall be notified and planned assignments may be

given. A student may not make up work for an UNEXCUSED absence. Students are required to make up the missed work as quickly as possible. Teachers shall be consulted about due dates at the time of receiving the assignments. Failure to complete the assignments in a TIMELY fashion will result in no credit being received for missed work. Generally, three days is sufficient for assignments to be completed after a 1 to 3 day absence. If an assignment or exam is announced on a given day and the student is absent the next day, the assignment/exam shall be due/done upon the next day of attendance. Students missing class due to club/organization meetings are responsible for the period's work and shall have the opportunity to make up any missed assignments. Students shall not be pressured to skip club meetings approved through the office. Various departments may set policies governing the establishment of specific days during the week for make-up work.

STUDENT ACTIVITIES

1. All student activities must be approved by and scheduled through the office.
2. All initiation plans must also be approved by the club sponsor and the office. Any initiations that involve the slightest element of physical danger or poor taste will not be permitted.
3. All signs placed in the school must be approved by the office.
4. All events in which the school will participate must be listed on the calendar in the office. In case of conflicts between two or more activities, priority will be given to the activity scheduled first on the calendar.
5. **FUND RAISING:** There are many demands made upon the students and community during the school year relative to fund raising projects by the classes and clubs. These activities must have a worthy goal and be approved by the Principal and placed on the fund-raiser calendar.

OFFICE TELEPHONE

The office telephone is a business phone and is not to be used by students except in an emergency. Students are not allowed to use the phone to make personal arrangements. Students are not allowed to use the cafeteria phone.

PROHIBITED ITEMS

Radios, tape players, CD players, TV's, laser pointers, pepper spray, knives, firearms, fireworks, and video games are not to be brought to school. These items will be confiscated and appropriate discipline procedures will apply. Sarepta High School will not be responsible for confiscated items.

ELECTRONIC TELECOMMUNICATION DEVICES

No student, unless authorized by the school principal or his designee, shall possess, use, or operate any cellular telephone or any other electronic telecommunication device (including any facsimile system, radio paging service, intercom, or electro-mechanical paging system) during the normal school hours of operation in any Webster Parish school building, on the grounds thereof, or in any school bus. These devices will be confiscated and kept in the school office if they

are found at school. Violation of this policy will be grounds for disciplinary action by the school, including but not limited to suspension and/or expulsion from school.

PLAYGROUND RULES

1. The area designated as elementary playground is OFF LIMITS for Jr./Sr. High students.
2. Throwing objects such as ROCKS, ACORNS, etc. is NOT allowed.
3. There will be no hardballs used on the school grounds. Baseball bats may be used only under direct teacher supervision.
4. Trash cans have been provided--littering will be punished.
5. Students shall not climb up the inclines of the slides.
6. Students may not bring toys from home unless the teacher or administration gives permission.

PARENT CONFERENCES

Parents may make appointments for conferences with the principal, teachers, or counselors through the office. Teacher conferences must be scheduled before or after school or during the teacher's planning hour. Please contact the school office at 847-4136 for an appointment. A conference day will be held at the end of the first six weeks for all students. Please use the online parent center at <http://www.parentcenter.websterpsb.org/jpweb/> for current student information.

MEDICATION POLICY

Due to state legislation, schools are very limited in the areas of student administering medication. The following guidelines will be followed at Sarepta High School:

1. We will not be able to administer any over the counter medications.
2. We understand that some student must take medication during the school day and we will administer it as provided with instructions from a physician and a written signed note from the parent. All medications must be in original containers.
3. Students cannot keep medication with them at school
4. Short-term prescriptions: Try to arrange doses so a dose is not due during school hours. If this is not possible someone from the family must be able to come to the school to administer the medication, otherwise follow instructions in # 2 above.

TORNADO ALERT INSTRUCTIONS FOR FACULTY AND STUDENTS

1. When alarm sounds classes are to go into the halls.
2. Students and Faculty on the second floor of the high school building will go down stairs to the bottom floor.
3. Each faculty member will designate two students to open windows.

4. Before leaving classes all windows should be opened and classroom doors left opened perpendicular to the hall.
5. Outside doors to main building should be left open.
6. Do not position students or faculty in front of any doorways or openings to the buildings.
7. Gym classes will assemble in the dressing rooms.
8. Do not allow any running or loud talking when moving from classrooms to halls.
9. Teachers should be sure all children are accounted for.
10. Students and faculty are to be in a kneeling position on the floor and have their faces covered.
11. The school intercom will indicate ALL CLEAR and students and teachers are to report back to their respective classrooms unless otherwise instructed.
12. Firemen and police instructions supersede the preceding directions.
13. Janitors and cafeteria workers may remain in the cafeteria.
14. The school will observe lockdown procedures if there is a current tornado warning. No one will be allowed in or out of the buildings.

FIRE SAFETY INSTRUCTIONS

When the fire alarm sounds:

1. All people inside the buildings are to leave following the route shown on the building diagram located in each room.
2. Each faculty member will designate two students to close the windows and doors.
3. All teachers are to take their roll books and call the roll while outside. All students are to be accounted for.
4. All groups are to move at least 50 yards away from the building.
5. Do not allow any running or loud talking when moving from the classroom.
6. The school intercom will signal to return to the building.
7. All fire drills are to be timed to determine how long it takes to clear the building. Reports are to be sent to the State Fire Marshall's office.

CAR RIDERS

Students may have their parents or guardian bring them to and from school. There are two areas designed for student drop-off and pick-up. K-5 students may use the area in front of the middle school building. 3-12 grade students may use the area behind the cafeteria. Parents may not pick up students in any parking lot area. Only the two designated areas may be used. Younger students riding with older siblings may enter the parking lots to ride with the older sibling. All students are expected to be picked up from school by 3:15PM. Students may not arrive at school before 7:25AM. When new construction begins, student drop-off and pick-up will change drastically. Please be patient during the construction process.

SCHOOL BUS RULES

A school bus with undisciplined passengers is a hazardous bus. The misbehavior of the students can lead to accidents. Therefore, for the safe operation of the school bus, students should be aware of and obey the following safety rules:

1. Cooperate with the driver; your safety depends on it.
2. Be on time; the bus will not wait.
3. Cross the road cautiously when waiting for and leaving the bus.
4. Follow the driver's instruction when loading and unloading.
5. Remain quiet enough not to distract the driver.
6. Have written permission and be authorized by the principal to get off at a stop other than your own.
7. Do not stand when the bus is in motion.
8. Do not extend arms, head, or other objects out of windows or doors.
9. Do not throw objects in the bus or out of the windows and doors.
10. Do not use the emergency doors except for emergencies.
11. Do not eat or drink on the bus.
12. Do not use or possess tobacco, matches, cigarette lighters, obscene materials, weapons or other prohibited items on the bus.
13. No objects are allowed on the bus if prohibited by state or federal law or local school board policies.
14. Do not damage the bus in any way.
15. Be courteous, safety-conscious, protect your riding privilege.
16. Follow all posted rules and respect the bus driver.

**FAILURE TO COMPLY WITH THE BUS RULES MAY RESULT IN
SUSPENSION OF BUS RIDING PRIVILEGES OR SUSPENSION FROM SCHOOL.**

CO-CURRICULAR ACTIVITIES

Sarepta High School is proud to offer students a wide variety of co-curricular activities. Representatives from various organizations can be contacted for information about membership and participation. The following is a list of SHS organizations:

- | | |
|-----------------|--------------------------------|
| Cheerleaders | Dance line |
| Beta Club | Quiz Bowl Team |
| Pep Squad | Future Business Leaders (FBLA) |
| Student Council | FFA |
| FCCLA | Track-Boys/Girls |
| 4-H | Softball |
| Baseball | Basketball |
| Football | Track |

GUIDELINES FOR CO-CURRICULAR ACTIVITIES

- 1) Adult sponsors, who are accountable to Webster Parish School Board, must be present at all times during all sessions of an after-school rehearsal or activity; students must never be unsupervised at any activity.
- 2) Only school personnel and students directly involved may attend practice sessions of high school groups. Exceptions: parents or interested school personnel upon invitation of the sponsor.
- 3) All groups (school-affiliated or not) using school facilities are responsible for restoring those facilities to their original state of order and cleanliness after each event.
- 4) No group may use school facilities after regular school hours without the approval of the administration.
- 5) The school sponsor in charge of any group using school facilities is directly responsible for the conduct and safety of those in the group. He/she is expected to conduct himself/herself appropriately and see that group members do likewise.
- 6) Misconduct should be dealt with immediately and repeat offenders denied further participation.
- 7) Students are required to use school transportation to and from events when provided by the school.
- 8) Students are to remain in the area where the rehearsal is being held under the supervision of the sponsor.
- 9) All planned practices must be scheduled with the administration.
- 10) Avoid conflicts between other groups and their activities and students by conferring with other sponsors.
- 11) After-school practice time should be limited; consideration must be given for the student's regular schoolwork.
- 12) All coaches and sponsors need to check the school calendar in the principal's office before scheduling.
- 13) Student athletes that quit a particular sport will not be allowed to practice or participate in another sport until the one they quit has finished the season.

All rules of Sarepta High School apply to students on trips to and from extra-curricular activities. Dress code and grooming rules are to be enforced throughout a season or year. The following guidelines explain the policy to be followed regarding disciplinary actions.

- 1) The student may be suspended from one activity or game for the following:
 - a) The use of alcohol or drugs not during school or school activity.
 - b) Suspension from school.
 - c) Repeated detention offenses, not warranting suspensions.
 - d) Missing detention.
 - e) Disrespect for authority--teacher, coach, or sponsor.
 - f) Tobacco use during school or school activities.
 - g) After two suspensions the student may be suspended for 6 weeks or one season (athletics). After 3 suspensions, the student may be suspended from co-curricular activities for the remainder of the school year.

ABSENTEE POLICY

1. All students **MUST** be in attendance 3 hours on the day of the activity.
2. All students must be in attendance on days after school activity during the school week. Repeated offenses can warrant extra-curricular suspension.
3. Any student approaching the 10-day absentee law may be removed from participation in extra activities.

LETTER JACKETS: Letter jackets will be awarded to students their 11th grade year. Jackets will be ordered at the beginning of school. In order for the school to pay the entire cost of the jacket one must participate in at least one approved activity all four years of high school. Only years of participation in grades 9-12 will be considered. If the student participated less than four years of high school, the student will pay the cost of non-participation years. Students must have participated in a sport/activity for at least two years to be eligible to receive a Letter Jacket. Letter jackets are considered the property of Sarepta High School until the student graduates and may be taken up if deemed necessary by the school administration.

STUDENT INSURANCE

1. One student accident insurance company will have exclusive rights each year to enroll students in Webster Parish Schools in a Student Accident Insurance Plan.
2. Terms and conditions of the plan and company will be established by the Student Accident Insurance Committee subject to the approval of the WPSB.
3. All schools will give each student and/or parent an opportunity to enroll.
4. Students participating in athletics may (1) enroll in the Student Accident Insurance Plan offered, or (2) their parents may sign a waiver releasing the school and/or school board from all liability associated with their participation in athletics. The term athletics shall include cheerleaders, intramural sports, and interscholastic sports.
5. Webster Parish and Sarepta High School do not carry liability insurance for student coverage. Students and parents are offered the Student Accident Insurance Policy. Parents may select this coverage or sign the Insurance Waiver form. Not enrolling in the Student Insurance shall be interpreted as waiving this coverage.

CAFETERIA

You may pay for meals by the day, week, or month. Charging is discouraged in the cafeteria and only two days may be charged. Students should help by:

1. Depositing all lunch litter in garbage cans,
2. Returning all trays and utensils to the cleaning area,
3. Leaving the table and floor areas clean,
4. Avoid excessively loud talking and noise. Students are not allowed to "hold spots" in the lunch line for friends or break line.

MEAL PRICES:

| | | | | |
|-------------|----------|--------|-------------|--------|
| BREAKFAST: | Full Pay | \$1.00 | Reduced Pay | \$0.30 |
| LUNCH: K-6 | Full Pay | \$1.60 | Reduced Pay | \$0.40 |
| LUNCH: 7-12 | Full Pay | \$1.85 | Reduced Pay | \$0.40 |
| VISITORS | \$4.75 | | Teachers | \$2.85 |

VALUABLES

The school faculty and staff cannot be responsible for valuables that students bring to school. It is recommended that students leave all valuables at home. If special circumstances make it necessary for a student to bring substantial cash or valuables to school, please bring it to the office. Students are reminded that even lockers with locks are not totally secure. **PLEASE LEAVE YOUR VALUABLES AT HOME.**

NON-SCHOOL FUNDRAISERS

Various school organizations are involved in a variety of fundraisers. For this reason, students are not to bring candy or other fundraiser items from organizations outside the school.

SUSPENSIONS

Suspensions are a disciplinary measure, which may be used in a variety of discipline cases. Suspensions shall be governed by the following policies:

- A) The principal or his designee may suspend students for an indefinite period of time or for a specific number of days.
- B) Students will not be allowed to make up work missed and they will receive a grade of zero for any work, tests, or other graded activities during the time of suspension.
- C) Every attempt will be made to contact the parent/guardian of a student that has been suspended prior to the end of the school day. In every case a copy of the suspension will be sent home with the student or mailed to the parent/guardian.
- D) Parent/guardian's signature is required on the suspension form before student is re-admitted. A conference with the parent/guardian may be required prior to the student's readmission to school. This will be indicated on the suspension form.
- E) Students suspended must not return to the campus during the school day or attend any school functions or activities during the period of the suspension. Any student who breaks any rule of Sarepta High School may be suspended at the discretion of the administration.

F) The following causes may bring about a student's suspension however, these are not meant to be inclusive:

- i) Public display of affection
- ii) Use of obscene language/gestures or possession of obscene literature
- iii) Theft or Vandalism
- iv) Deliberate refusal to obey a teacher
- v) Failure to attend classes
- vi) Physically abusing a student or member of the staff
- vii) Blackmailing, threatening, or intimidating students or teachers
- viii) Possession in school of any type of weapon
- ix) Gambling
- x) Cheating
- xi) Use, possession, or under the influence of narcotics or alcohol
- xii) Repeated violations of school rules and policies
- xiii) Leaving campus without permission
- xiv) Fighting on school grounds or buses
- xv) Use or possession of tobacco
- xvi) Excessive tardiness to class or school
- xvii) Throwing rocks or other dangerous objects
- xviii) Distribution of materials not previously approved by administration
- xix) Willful destruction of school property
- xx) Any other serious violation

Corporal Punishment Policy:

Sarepta High School follows WPSB policy governing corporal punishment. Parents not wishing to have their child punished in this manner must provide the principal a letter stating such. Corporal punishment refusal letters must be updated annually. Parents exempting students from corporal punishment must be prepared to come to school and pick them up during the school day. Substituting of corporal punishment for after school detention, Saturday detention, or suspension may be appropriate depending upon the circumstances involved.

CLOSED CAMPUS

Sarepta High School operates under a closed campus policy as required by the Webster Parish School System. Students are not permitted to leave the campus between classes or at lunch. Any student leaving school without administrative permission will be considered to be skipping school. The student will be assigned to Saturday detention and driving privileges may be suspended for up to six-weeks. Parents will be made aware of the problem and it will be explained that should a student drive to school while under driving suspension, the vehicle may be towed away at owner's expense.

SAREPTA HIGH SCHOOL RULES AND DISCIPLINE

- 1) Sale or attempted sale of alcohol/drugs
 - a) 1st Violation - Hearing and immediate expulsion (see policy section)
- 2) Possession of, use of, or under influence of alcohol/drugs
 - b) 1st Violation- Hearing and immediate suspension. Parents, Parish drug coordinator and police will be notified. Hearing with parents, Superintendent, Parish drug coordinator and police present. (see policy section)
 - b) 2nd and subsequent violations- Recommendation for immediate expulsion. (see policy section)
- 3) Possession of a weapon – Knife blade less than 2 inches must be picked up by a parent. Knife blades over 2 inches and other weapons receive the following punishment.
 - a) 1st Violation Hearing and immediate expulsion. (see policy section)
- 4) Use or possession of tobacco (cigarette and chewing tobacco)
 - a) 1st Violation - Saturday Detention and parent notification
 - b) 2nd Violation - one day suspension
 - c) 3rd Violation - 3-day suspension
- 5) Fighting
 - a) Definitions: Fight- a physical exchange of blows involving 2 or more parties; no weapons involved. When weapons are involved, refer to #3 above.
 - b) If aggressor(s) are known and other(s) have acted purely in self defense:
 - c) Aggressor(s):
 - i) 1st- Hearing and immediate minimum 1-day suspension. This should be longer if administrator deems that a longer "cooling off" period is needed.
 - ii) 2nd- Hearing and immediate minimum 3-day suspension. Longer if needed for "cooling off".
 - iii) 3rd- Hearing and indefinite suspension pending decision of parish child & attendance chairman.
 - iv) 4th- Hearing and recommendation for immediate expulsion.
 - d) Other(s): No punishment if no aggression; purely self-defense.
 - e) If aggressor is not clearly known, all parties involved will be subject to discipline in (c) above.
- 6) Intentionally striking a teacher
 - a) 1st Violation - recommendation for immediate expulsion.
- 7) Threatening or making false accusations against a teacher or other school personnel.
 - a) 1st Violation - immediate 3-day suspension
 - b) 2nd Violation -recommendation for immediate expulsion.
- 8) Willful or malicious destruction of school property or stealing (explosives, fires, other deliberate destruction of property) in excess of \$100 in value.

- a) 1st Violation - immediate suspension (length to be determined by severity of offense; minimum 3-days) & restitution of damages.
 - b) 2nd Violation - recommendation for immediate expulsion & restitution of damages.
- 9) Willful and malicious defacement, minor acts of destruction, theft or vandalism of school or personal property, not to exceed \$100 in value.
- a) 1st Violation - Saturday detention & restitution of damages
 - b) 2nd Violation - Suspension (length to be determined by severity of offense) & restitution of damages
 - c) 3rd Violation - Recommendation for immediate expulsion & restitution of damages.
- 10) Discharging of fireworks
- a) 1st Violation - After school detention
 - b) 2nd Violation - Saturday detention
 - c) 3rd Violation - 3-day suspension
- 11) Activating false fire alarms
- a) 1st Violation - Saturday detention
 - b) 2nd Violation - 3-day suspension.
- 12) Inappropriate public display of affections (ex.: hugging, kissing, anything beyond holding hands)
- a) 1st Violation - Warning
 - b) 2nd violation- Parental notification and after school detention
 - c) 3rd violation- Saturday detention
- 13) Use of profane, vulgar or obscene words or gestures
- a) Directed to a teacher:
 - i) 1st violation- parental notification and immediate 3-day suspension
 - ii) 2nd violation- indefinite suspension and recommendation for expulsion
 - b) Directed to another student:
 - i) 1st violation- After school detention
 - ii) 2nd violation- Saturday detention
 - iii) 3rd violation- 3-day suspension.
- 14) Failure to comply with reasonable request of a teacher and/or disrespect to teacher.
- a) 1st violation- Saturday detention
 - b) 2nd violation- 3-day suspension.
- 15) Classroom disturbances (Serious nature: ex: deliberate refusal to get work assigned, very loud talking when told to be quiet, annoyance of other students)
- a) 1st violation- Saturday detention
 - b) 2nd violation- 2 days Saturday detention
 - c) 3rd violation- 3-day suspension.

- 16) Improper checkout/skipping school and/or leaving class without permission (if offense occurs in conjunction with student's vehicle, driving privileges will also be suspended).
- 1st violation- Saturday detention
 - 2nd violation- 2 days Saturday detention
 - 3rd violation- 3-day suspension.
- 17) Tardies per class (Definition: Not in seat when the bell sounds, but comes to class within 5 minutes after tardy bell rings.)
- 3 Tardies – After school detention
 - 6 Tardies - Saturday Detention
 - 9 Tardies - 1 day suspension
 - 12 Tardies - 3 day suspension
- 18) Failure to go to Saturday detention
- Suspension 3 days
- 19) Misbehavior in Lunch Room (Throwing food, loud talking, leaving tray, etc.)
- 1st violation- After school detention
 - 2nd violation- Saturday detention
 - 3rd violation- 3-day suspension
- 20) Dress Code Violations
- 1st violation- Warning and problem will be corrected
 - 2nd violation- After school detention and problem will be corrected
 - 3rd violation- Saturday detention and problem will be corrected
 - 4th violation- 1-3 days suspension
- 21) Computer Violations
- 1st violation-Saturday Detention
 - 2nd violation-Suspension (Number of days determined by offense)
- 22) Use or Possession of Electronic Telecommunication Devices – Cell Phones
- 1st violation- item will be confiscated and kept in office for 10 consecutive school days. Parent must pick device up after 10 school day period. (School not responsible for security of device).
 - 2nd violation- item will be confiscated and kept in office for remainder of school year. (School not responsible for security of device).
- 23) Cheating and/or Plagiarism
- 1st violation- After School Detention, parental notification, no credit for work
 - 2nd violation- Saturday detention, parental notification, no credit for work
 - 3rd violation- 3 day suspension, parental notification, no credit for work
- 24) Any other serious violation - Penalty determined by school administration

Sarepta High Dress Code

Grades 3-12

In fulfilling his/her obligation to Sarepta High School, each student must adhere to and be governed by the following dress code. This code shall be in effect while in the school, on school property, riding a school bus, and attending school sponsored events and activities.

A. The following are required of all students:

1. Collared shirts with sleeves and buttons. Shirts may be polo or button-up type.
2. Long Pants. Blue jeans, khaki, or dress pants are acceptable.
3. Belts must be worn with the shirt tail tucked in
4. Only closed toe shoes may be worn.

B. The following are prohibited by all students

1. Suggestive slogans, pictures, or emblems on wearing apparel. (Ex.: References to alcohol/ tobacco/gambling, sexual innuendoes, racial references, gang related signs)
2. Garments having holes
3. House shoes, "Wheeled" typed shoes, and flip flops
4. Chains, chokers, spikes, and other clothing accessories.
5. Hats or other headdress. Sunglasses in the building.
6. Skin tight pants or shirts.
7. Pants worn lower than the waistline for which they are designed.
8. Visible body piercing, except female earrings. Coverings for piercing will not be permitted
9. Visible tattoos.

C. Female students:

1. Low cut or tight shirts that reveal cleavage are prohibited.
2. Students should wear undergarments that are appropriate for the clothing worn. No part of undergarments may show.
3. Skirts may not be worn above the knee.

D. Other Provisions

1. Grades 3, 4, & 5 may wear shorts or Capri pants during warmer months.
2. Hoodies purchased from Sarepta High School may be worn as a shirt during the months of November through March.
3. This code will be strictly adhered to.
4. The school administration reserves the right to deem any other clothing inappropriate that may distract or upset the school or the learning process.
5. There are no Spirit Dress (t-shirt) days. These rules apply Monday - Friday
6. Common sense is the best dress code rule. If you think it is inappropriate it probably is.

**SAREPTA HIGH SCHOOL
COMPUTERIZED INFORMATION RESOURCES
AND/OR INTERNET GUIDELINES**

With the addition of new technology comes a new responsibility for students. Students and parents shall be aware of the following information concerning the use of such resources as computers and the Internet.

Receiving the SHS Student Handbook and acknowledging receipt of the handbook places the parent/guardian and student under the responsibility of abiding by the terms of the Webster Parish Technology Access Plan.

The Consent Form reads as follows:

"I, the parent/guardian of _____ have been provided a copy of and I have read the district policy and regulations concerning use of the school's computer system (SCS).

I also acknowledge receiving notice that unlike most traditional or library media materials, the SCS will potentially allow my son/daughter access to external computer networks not controlled by the school district. I understand that some materials available through these external computer networks may be inappropriate and objectionable; however, I acknowledge that it is impossible for the district to screen or review all of the materials. I accept responsibility to set and convey standards written in the district's policy for appropriate and acceptable use to my son/daughter when using the SCS or any other electronic media or communication.

In addition, I agree to release any Webster Parish School, the Board of Education, its agents, and employees who while acting in an official capacity from any and all claims of any nature arising from my son/daughter's use of the SCS in any manner whatsoever, unless negligence is shown in a court of law.

I hereby agree that my son/daughter may have access to the SCS which includes the Internet and any Computerized Information Resource."

If a parent does not wish their child to use the available resources, it is requested that they contact the school office.

Receipt of this handbook will serve as a statement that the student and parent are aware of the Internet use policy.

WEBSTER PARISH SCHOOL BOARD SUBSTANCE AND ALCOHOL ABUSE POLICY

Eliminating substance and alcohol abuse on premises and at school functions is a top priority with the Webster Parish School System. In order to have schools that are free of drugs and alcohol there must be clear and specific rules established that apply consistent, equitable, and appropriate action for students who violate the policy. This policy not only expresses the rules that govern standards and conduct for applicable students, but serves as a statement that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful.

Our goal is to establish uniformity throughout our system in dealing with this threat to the health and well being of our students.

Students found in violation of this policy and/or federal/state laws will be separated into three categories with different punitive action plans.

CATEGORY I:

Students using, under the influence, or in possession of, any illegal drugs or substances as defined in Louisiana Statutes RS 40:964 or alcoholic beverages, while on school premises or school related functions.

PROCEDURES AND PUNITIVE ACTION:

1. Reported violation should be thoroughly investigated and documented by principal or his/her designee.
 - 1a. An Alcoscreen or drug screen may be used if a reasonable cause exists that a student has consumed alcohol or drugs. Eyewitnesses to usage should be documented. Refusal to be tested will result in moving to the next step of these procedures.
2. Parent and police shall be notified when a violation of policy has been confirmed.
3. Mandatory suspension of student(s) following reporting procedures at school.
4. There shall be a required hearing of parent, student, principal, and superintendent, or his designee, at the WPSB office within 10 school days of the beginning of the suspension. Until hearing is held the student will remain on suspension.

If permitted to return to school following the hearing, the student and the parent will be required to sign a contract in which they acknowledge that:

A. Suspended student must also state where and how drugs or alcohol were obtained in order to return to school.

B. The student will agree not to use drugs or alcohol while at school again and to participate in appropriate counseling or rehabilitation. Information about drug and alcohol counseling and rehabilitation services will be provided to the student at this time.

C. Parent and student should understand that repeat violations will result in expulsion for the remainder of the school year.

CATEGORY II:

Students exchanging, distributing, selling, or possession with the intention of selling any illegal drugs or substances as defined in Louisiana Statutes RS 40:964, or alcohol while on school premises or at school related functions.

PROCEDURES AND PUNITIVE ACTION:

1. Reported violation shall be thoroughly investigated and documented by principal or his/her designee.
2. Parent and police shall be notified when a violation of policy has been confirmed.
3. Student shall be suspended from school until a hearing at the school board office can be held.
 - 3a. Any student arrested for distribution on school property shall be referred by the school principal or his designee, within five days after such arrest, for testing or screening by a qualified medical professional for evidence of abuse of alcohol, illegal narcotics, drugs, or other controlled dangerous substances.
 - 3b. If evidence of abuse is found, the student shall be referred to an alcohol and drug abuse treatment professional chosen and paid for by the student's parent or tutor. If the student is found by the professional to be in need of treatment, and if the student agrees to cooperate in the recommended treatment as certified in writing by a qualified medical professional, such documentation may be used to initiate reopening the student's case. The school board shall take into consideration the student's agreement to receive treatment as a positive factor in the final decision relative to any final disciplinary action.
4. There shall be a hearing at the WPSB office within 10 school days of the beginning of the suspension. The student and his/her parents will meet with the principal and superintendent or his designees. The student shall be given the opportunity to present his/her own defense against the charges and to produce witnesses or testimony on his/her behalf. Until hearing is held, the student will remain on suspension.

Minimum guidelines in effect at the hearing will include the following as stated in R.S.17:416(B&C):

- A. The student must be notified in writing of the specific policy violation (suspension form or written correspondence). If found to be in violation of this section of the policy and/or federal/state laws the student will:
 1. Be expelled for four full semesters from school if the student is sixteen years of age or older;
 2. Be expelled for two full semesters from school if the student is under sixteen years of age and in grades six through twelve;
 3. Follow recommendations of disciplinary action from the superintendent for students in kindergarten through the fifth.
- B. The parent or guardian of the student may, within five days after the decision of the hearing, request the WPSB to review the findings of the superintendent or his designee at a time set by the School Board, otherwise the decision of the superintendent shall be final. The School Board may affirm, modify, or reverse the action previously taken.

C. The parent or guardian of the student may, within ten days, appeal adverse ruling of the School Board in upholding the action of the superintendent or his designees to the district court of Webster Parish. The court may reverse or revise the ruling of School Board upon a finding that the ruling of the Board was based on an absence of any relevant evidence in support thereof.

CATEGORY III:

Students using, or in possession of tobacco products or related items (pipes, matches, papers, holders, etc.) while on school premises or school related functions.

PROCEDURES AND PUNITIVE ACTION:

1. Reported violation of policy should be thoroughly investigated and documented by principal or his/her designee.
2. The school principal has the authority to refer any student using or in possession of tobacco products or related items to detention or SBLC/SAT Team. Furthermore, the principal has the discretion to suspend or apply other forms of appropriate discipline if warranted.

ENROLLMENT/RE-ENROLLMENT INTO WPSB:

1. No student who has been expelled from a public or non-public school within or outside of Louisiana for possessing, possessing with intent to distribute, or distributing, selling, giving, or loaning while on school property or on a school bus any controlled dangerous substance governed by the Uniform Controlled Dangerous Substance Law shall be admitted into any public elementary or secondary school in Webster Parish until the student has enrolled and participated in an appropriate rehabilitation or counseling program (R.S. 17:416 (B)(3)(C)) related to the reason or reasons for the student's expulsion.
2. The requirement of a student's enrollment and participation in a rehabilitation or counseling program shall be waived by the WPSB upon a documented showing by the student that no appropriate program is available in the area or that the student cannot enroll or participate due to financial hardship, as conscientiously determined by the Superintendent.
3. Any student who has been expelled may be readmitted on a probationary basis to school at any time during the specific period of expulsion on such terms and conditions as may be stipulated by the WPSB and agreed to in writing by the student and the student's parents or guardian. Such terms and conditions may include, but need not be limited to, placing the student in a suitable alternative educational program as determined by the WPSB. However, the superintendent or his designee making a determination that the student has violated any term or condition agreed to shall immediately remove the student from the school premises without benefit of any hearing or other procedure applicable to student suspensions or expulsions. Verbal notice to the superintendent, student's parents, and attendance supervisor must be provided with a follow up written notice of determination and the reasons thereof. The written notice is to be given to the superintendent, attendance supervisor, and student's parents.

4. To facilitate the review and approval process, any student who has been expelled from any public or non-public school within or outside the state of Louisiana shall provide to the WPSB information on the dates of any expulsions and the reasons for which the student was expelled. Additionally, a transfer of student records by any school in the parish to any other parish or non-public school shall include information on the date of any expulsion and the reason or reasons for which the student was expelled.

This policy shall be applicable to exceptional children provided special education services pursuant to Part I of Chapter 8 of Title 17 of the La. Revised Statute of 1950 only to the extent the provisions are not in conflict with federal rules, regulations, and guidelines applicable to the education of exceptional children.

NOTICE TO STUDENTS AND NON-STUDENTS

Unauthorized possession or consumption of alcoholic beverages by students or non-students on public school property shall be fined not more than one thousand dollars and imprisoned not less than fifteen days nor more than six months without benefit of suspension of sentence (R.S. 14:91.7 (C)).

A biennial review by the Webster Parish School System will be conducted to evaluate the effectiveness and consistent enforcement of this policy.

WEAPONS AND DISCIPLINE POLICY WEBSTER PARISH SCHOOL SYSTEM

Webster Parish School Board has enforced a long-standing policy concerning the possession of weapons on school property. In recent years Federal and State legislation have expanded and clarified specific rules that govern standards and conduct for students, non-students and employees. Furthermore it serves as a statement that the carrying of a firearm or dangerous weapon (as defined by R.S. 14:2) or the communicating of false information of planned bombing (R.S. 14:54.3.1) on school campuses or within one thousand feet of a school (R.S. 14:95.6), on a school bus, or at school related functions is illegal and creates an unsafe environment for students and staff.

PROCEDURES AND PUNITIVE ACTION:

The following procedures shall take place when a principal or a principal's designee detains a student with a confiscated or seized firearm or dangerous weapon or evidence of communicating false information of a bomb threat:

1. The principal or principal's designee at the time the student is detained shall immediately report the confiscation or seizure of the weapon or the evidence of communicating false information of a bomb threat to the police or sheriff's department where the school is located and shall deliver the firearm or weapon seized or evidence of communicating false information of a bomb threat to that agency.
2. The principal or principal's designee shall immediately notify the student's parents.

3. Reported offense should be thoroughly investigated and documented by principal or his designee.
4. The student shall be suspended from school until a hearing at the school board office can be held.
5. There shall be a formal hearing at the WPSB office within ten (10) school days of the beginning of the suspension. The student and his/her parents will meet with the principal, police officer, and superintendent or his designees. The student shall be given the opportunity to present his/her own defense against the charges and to produce witnesses or testimony on his/her behalf. Until the hearing is held, the student will remain on suspension.

Minimum guidelines in effect at the hearing will include the following as stated in the Elementary & Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) as amended by the Gun-Free Act of 1994:

A. The student must be notified in writing of the specific policy violation (suspension form or written correspondence). If found to be in violation of this policy and/or federal/state laws, the student will be expelled for a period of not less than two full semesters. However, the Superintendent may modify such expulsion for a student on a case-by-case basis.

B. The parent or guardian of the student may, within five days after the decision of the hearing, request the WPSB to review the findings of the Superintendent or his designee at the time set by the School Board; otherwise the decision of the Superintendent shall be final. The School Board may affirm, modify, or reverse the action previously taken.

C. The parent or guardian of the student may, within ten days, appeal adverse ruling of the School Board in upholding the action of the Superintendent or his designees to the district court of Webster Parish. The court may reverse or revise the ruling of the School Board upon a finding that the ruling of the Board was based on a absence of any relevant evidence in support thereof.

ENROLLMENT/RE-ENROLLMENT INTO WPSB:

1. No student who has been expelled from a public or non-public school within or outside of Louisiana for possessing on school property, on a school bus or at a school function a firearm, dangerous weapon or instrumentality customarily used or intended for probable use as a dangerous weapon or has communicated false information of a bomb threat shall be admitted into any public elementary or secondary school in Webster Parish until the student has enrolled and participated in an appropriate rehabilitation or counseling program related to the reason or reasons for the student's expulsion (R.S. 17:416 (B)(3)(C)).
2. The requirement of a student's enrollment and participation in a rehabilitation or counseling program shall be waived by the WPSB upon a documented showing by the student that no appropriate program is available in the area or that the student cannot enroll or participate due to financial hardship, as conscientiously determined by the Superintendent.
3. Any student who has been expelled may be readmitted on a probationary basis to school at any time during the specific period of expulsion on such terms and conditions as may be stipulated by the WPSB and agreed to in writing by the student and by the student's parents or guardian. Such terms and conditions may include, but need not be limited to, placing the student in a suitable alternative educational

program as determined by the WPSB. However, the superintendent or his designee making a determination that the student has violated any term or condition agreed to, shall immediately remove the student from the school premises without benefit of any hearing or other procedure applicable to student suspensions and expulsions. Verbal notice to the superintendent, student's parents, and attendance supervisor must be provided with a follow up written notice of determination and the reasons thereof. The written notice is to be given to the superintendent, attendance supervisor, and student's parents.

4. To facilitate the review and approval process, any student who has been expelled from any public or non-public school within or outside of the state of Louisiana shall provide to the WPSB information on the dates of any expulsions and the reasons for which the student was expelled. Additionally, a transfer of student records by any school shall include information on the date of any expulsion and the reason or reasons for which the student was expelled.

PUNITIVE PROCEDURES FOR SCHOOL EMPLOYEES AND NON-STUDENTS:

1. Any principal or principal's designee who fails to report the detention of a student and/or the seizure of a firearm or dangerous weapon to a law enforcement agency within seventy-two (72) hours of notice of the detention or seizure may be issued a misdemeanor summons for a violation R.S. 14:92.2 (F) and may be fined not more than five hundred dollars or sentenced to not more than forty hours of community service or both.

2. Whoever commits the crime of carrying a firearm or a dangerous weapon as defined by R.S. 14:2 by a student, non-student and employee on school property, on school transportation, in a weapon-free zone, or at any school function in a specific designated area including but not limited to, athletic competition, dances, parties, or any extra curricular activity, or within 1000 feet of any school campus shall be fined not more than two thousand dollars, or imprisoned, with or without hard labor, for not less than one year nor more than five years, or both. Whoever commits the crime of communicating of false information of planned bombing on school property, at school sponsored function, or in a weapon-free zone as defined in R.S.14:95.6(A) shall be imprisoned with or without hard labor for not more than twenty years.

This policy shall be applicable to exceptional children provided special education services pursuant to Part I of Chapter 8 of Title 17 of the La. Revised Statutes of 1950 only to the extent the provisions are not in conflict with federal rules, regulations, and guidelines applicable to the education of exceptional children.

A biennial review by the WPSB will be conducted to evaluate the effectiveness and consistent enforcement of this policy.

Weapons Disciplinary Policy Amended:

On May 10, 1996 The Gun-Free Act of 1994 was amended. In the 1996 First Extraordinary Session Act 74 - HB 41 "Authorized and requires K-12 public school officials in specified circumstances to use discretion in confiscation of a firearm or knife on school property."

R.S. 17:416 (F) is hereby enacted to read as follows:

School officials shall have total discretion and shall exercise such discretion in imposing on a pupil any disciplinary actions authorized by this section for possession by a pupil of a firearm or knife on school property when such firearm or knife is stored in a motor vehicle and there is no evidence of the pupil's intent to use the firearm or knife in a criminal manner.

SEARCH AND SEIZURE POLICY (STUDENT)

A. The Webster Parish School Board is the exclusive owner of all public school buildings and all desks and lockers within the building assigned to any student and any other area of any public school building or ground set aside specifically for the personal use of the students.

B. Any teacher, principal, school security guard, or administrator in any parish or city school system of the state, if he or she possess reasonable articulate suspicion, may search any building, desk, locker, area, or grounds for evidence that the law, a school rule, or parish or city school board policy has been violated.

C. The teacher, principal, school security guard, or administrator may search the person of a student or his personal effects when, based on the attendant circumstances at the time of the search, there are reasonable grounds to suspect that the search will reveal evidence that the student has violated the law, a school rule, or a school board policy. Such a search shall be conducted in a manner that is reasonably related to the purpose of the search and not excessively intrusive in light of the age or sex of the student and the nature of the suspected offense.

D. Levels of Intrusions

1. Reasonable Suspicions
2. Student will exhibit personal property
3. Use of Metal Detectors (Hand-held scanners)
4. Pat down by school authority or designee. (Members of the same gender.)
Ordinarily an adult witness shall be present.
5. Strip searches are never allowed by school authorities.

E. Random searches with a metal detector of students or their personal effects may be conducted for health and safety purposes at any time, provided they are conducted without deliberate touching of the student.

F. The Webster Parish School Board will also occasionally bring into searches, dogs trained to detect certain contraband, in an effort to deal with a drug or alcohol problem. The use of the dog would be approved in advance by the Superintendent or his designee, and would be handled by a trained official from the local or parish law enforcement bureau. Any desk, locker, building, vehicle, or other areas of the school ground, may be searched if such is indicated by the trained dog. The trained dog may have access to all areas of school property.

G. Nothing in this Section shall require defense and/or indemnification by the Webster Parish School Board, a principal, or other school administrator for suits regarding search and seizure unless such acts are in accordance with the policy adopted by the Webster Parish School Board.

H. No teacher, principal, school security guard, or administrator shall be held personally liable for any action authorized by this Section and performed in accordance with the Webster Parish School Board policies adopted pursuant to this Section.

I. Upon the seizure by any public school teacher, principal, school security guard, or administrator of any firearm, bomb, knife, or other implement which can be used as a weapon and the careless use of which might inflict harm or injury or any controlled dangerous substance as defined in R.S. 40:961(7), the principal or his designated administrator shall report the confiscation of such implement or material to the appropriate law enforcement officials. The principal or his designated administrator may report the confiscation of any other implement or material.

J. Any implement or material required by Paragraph (1) of this Subsection to be reported to law enforcement officials shall be retained and secured by the school principal in such a manner as to prevent the destruction, alteration, or disappearance of it until such time as the law enforcement authority either takes custody of the implement or material or provides notice to the school principal that it needs no longer be retained. In the case that it need not be retained, the school principal shall comply with the Webster Parish School Board's policy regarding disposal of the item.

Disposal method of implements and materials need not be retained are:

1. The weapons and/or implements shall be kept in the Principal's Office until the end of the school year. At that time the weapon and/or implement shall be given to the parent.

K. The failure of any principal or designated administrator to report the confiscation of such implement or material or the failure to retain and secure such implement or material shall be reported by the law enforcement authority to the employing school board which shall take disciplinary action pursuant to its policy.

GUIDELINES FOR THE USE OF METAL DETECTORS

The Webster Parish School Board, in accordance with Legislative Act 17:416, prohibits the carrying of weapons (guns and knives with blades 2" or longer) on School Board property. All persons entering School Board property are subject to search, without the necessity of a warrant, by metal detectors as well as personal search, if necessary, to ensure that weapons are not being carried. Purses, bags, parcels, and other containers of any nature whatsoever are also subject to search.

Refusal to cooperate with a search shall result in the denial of entry onto School Board property.

Rationale - The purpose of searches shall be to prevent weapons and/or dangerous control substance from entering School Board property in order to provide a safe environment for students and employees.

Notification - Subject to Search: Metal Detectors IN USE Signs shall be posted outside the entrances to School Board facilities in order to provide notice to all persons that they are subject to search as a condition of entry. Parent or guardian of students shall be notified that random searches will be conducted.

Method/Procedure - The School Principal or Designee shall conduct searches. All persons entering the building or grounds (outside activity) shall be searched. A particular individual shall not be singled out to be searched unless there is probable cause to believe that the individual is in possession of a weapon. When the building administrator deems necessary he/she may elect not to screen every person. A random sampling of person (every second or third person) may be screened.

The individual to be searched shall be requested to remove all metal objects from their pockets, bags, or parcels, and place the items in a tray. If the detector activates on a person, the individual conducting the search shall request that any remaining metal objects be removed. If the detector activates again, the individual will be personally searched by the building administrator or designee of the same gender. One witness of the same sex as the student shall be present throughout the search. The personal search shall be conducted only in the area of the body which activated the metal detector. Once the object causing the metal detector to activate has been removed, the search will end. Parent or guardian should be notified at the conclusion of a search.

Discovery of Weapons, Illegal Implements, and Materials - Should an individual be found in possession of weapons or illegal drugs, the Principal or designee shall notify the Superintendent or designee and/or law enforcement officers. The law enforcement officer shall take custody of all weapons and illegal drugs. All property removed from an individual which is not prohibited by School Board Policy (AS INDICATED ON THIS PAGE BELOW) shall be returned to the individual.

Sample listing of items prohibited by Webster Parish School Board

1. Firearms
2. Knives (in excess of two inches long)
3. Tobacco products
4. Fireworks
5. Dice
6. Intoxicating Liquors
7. Any instrument capable of inflicting bodily harm
8. Dangerous and Controlled Substances
9. Telecommunication devices

ASSAULT AND BATTERY OF A WEBSTER PARISH SCHOOL BOARD EMPLOYEE

To amend and reenact R.S. 14:34.3(B) and to enact R.S. 14:38.2, relative to crimes; to revise the penalty for the crime of battery on a school teacher; to create and provide a penalty for the crime of assault on a school teacher; and to provide for related matters.

Be it enacted by the Legislature of Louisiana:

Section 1. R.S. 14:34.3 is hereby amended and re-enacted and R.S. 14:38.2 is hereby enacted to read as follows:

R.S. 34.3 Battery of a schoolteacher

A. Battery of a schoolteacher is a battery committed without the consent of the victim when the offender has reasonable grounds to believe the victim is a schoolteacher acting in the performance of employment duties.

B. Whoever commits the crime of battery of a schoolteacher shall be fined not more than one thousand dollars or imprisoned not less than two months nor more than six months or both.

R.S. 38.2 Assault on a schoolteacher

A. (1) Assault on a school teacher is an assault committed when the offender has reasonable grounds to believe the victim is a school teacher acting in the performance of his duties.

(2) For purposes of this Section, "school teacher" means any teacher, instructor, administrator, staff person, or employee, of any public or private elementary, secondary, vocational-technical training, special, or post secondary school or institution.

B. Whoever commits the crime of assault on a schoolteacher shall be fined not more than five hundred dollars or imprisoned not less than thirty days nor more than ninety days, or both.

Punitive Action:

Any student found in violation of this policy (Assault or Battery) shall be reported to the authorities empowered to impose fines or imprisonment. School principals shall suspend any student found in violation of this policy. Any student after being suspended for committing the above offenses may be expelled from Webster Parish Public Schools for twelve calendar months.

The Webster Parish School Board does not discriminate on the basis of race, color, national origin, sex, disability, or age in attaining educational goals and objectives and in the administration of personnel policies and procedures.