**Brusly High School**

**2016-2017(Revised 7/25/16)**

This agenda belongs to:

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/Town\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Zip Code\_\_\_\_\_

Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In case of emergency contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**GENERAL SCHOOL REGULATIONS**

Every individual is entitled to courtesy and consideration in relationship with fellow students and with instructors. Students must earn this by extending the same respect to every person they meet during the course of the day. Actions which injure others, damage private or public property, or which impede or obstruct the learning process and/or operation of the school are not characteristic of a mature, responsible citizen and will not be tolerated. Anyone who engages in the actions described above will be subject to either school disciplinary action or legal action or both.

1. IPods, **cell phones**, headphones, or any other electronic equipment **must be turned off and stored when the first bell rings for the day.** All such electronic equipment and accessories will be confiscated. If they are visible at any prohibited time, they will be confiscated. **First and Second offenses**, the student can pay $5 and pick up the phone or electronic device at the end of the day. Parents will be notified. On the **third offense**, the phone or electronic device is confiscated and placed in the vault until a parent picks it up, and the student will be sent to detention. On the **fourth offense**, the phone or electronic device is kept until the end of the school year, and the student will be sent to clinic. **ALL PHONES AND ELECTRONIC DEVICES MUST BE TURNED OFF WHEN THE FIRST BELL RINGS FOR THE DAY. STUDENTS MAY NOT BE ON THEIR CELL PHONE DURING THE DAY. (LUNCH INCLUDED)**

2. If a student comes on campus **BEFORE** the morning bell rings, he or she **MUST CHECK OUT** at the main office before leaving campus. Once a student is on campus, they **MUST CHECK OUT** at the main office before leaving campus. Failure to check out will result in administrative disciplinary action.

3. Possession of tobacco in any form, including dipping, smoking, chewing, or electronic cigarettes at school are forbidden.

4. Students should **leave their cars** once they are parked and not return to them until the end of the school day, **UNLESS GIVEN AUTHORIZATION by an administrator.**

5. Students damaging or destroying school property must pay for or replace item(s) and will be disciplined according to school policy.

6. **All students must have PLANNER hall pass to leave a classroom**.

7. Each student must pay a $50 assessment fee which covers locker usage, ID’s, yearbook picture, a yearbook, (*$30 for each additional sibling who does not want a yearbook*) a student planner, and discount admission to school events.

8. All students must wear school uniforms. (See Dress Code page 3).

9. All P.E. students are required to have a P.E. uniform. These uniforms can be purchased in the Panther Shop. Shirts $10; shorts $15.

10.Students **ARE NOT** to bring food or drinks onto the campus from area vendors. These items will be confiscated.

11.Flagrant disrespect of faculty members or fellow students, theft, unauthorized use or possession of any medication on school property, or cursing use of vulgar language is forbidden.

12**.Bullying, including cyberbullying, of a student by another student**, including harassment and intimidation, will result in suspension and/or expulsion.

13.If a student, through actions, behavior, dress, appearance, or presence

 disrupts the educational process of the school or classroom, the

 student will be subject to school disciplinary action.

**CLASSROOM COURTESIES**

1. Classes will be dismissed by the teacher, not the bell. **Do not be discourteous by getting up before you are dismissed.**

2. You are expected to be in your class when the bell rings. **The tardy policy will be enforced.**

**CAFETERIA**

Student behavior in the dining room should be based on courtesy and cleanliness. This means leaving the area in the condition you would like to live. In order to keep the cafeteria clean and attractive, the following rules must be observed:

1. Place used plates, milk cartons, and napkins in garbage cans.

2. No food or drinks are to be brought **into or out** of the cafeteria.

**DRESS CODE**

A student will not be allowed to attend school if his/her appearance constitutes a health or safety hazard, or disrupts the orderly operation of the school.

All pants, shorts, skirts, and jumpers must be **tan uniform khaki. No cargo pants, overalls, carpenter pants or jean khakis are allowed.**

All shirts or blouses worn should be navy blue oxford style (long or short sleeve), navy blue polo style with a collar, or navy blue turtle necks. In addition, BHS school shirts with a collar (red, black, or white) **with BHS logos,** which can be purchased in the BHS Panther Shop, can be worn. **Shirt tails must be tucked in at all times. Blouses must be buttoned above the chest level.**

**All undershirts** must be navy blue, white or school colors: red, black or gold.

All jackets, sweaters, or sweat shirts without **full-length zippers or buttons** must be navy blue or BHS colors with BHS logos.

**No college or fad sweat shirts are allowed**.

Uniform shirtsor blouses must be worn under the approved sweater, jacket, or sweat shirt. FAILURE TO COMPLY WILL RESULT IN AN

ASSIGNMENT TO CLINIC UNTIL THE PROPER ATTIRE IS PROVIDED.

Backless and open-toe shoes are not allowed (**no slippers, sandals, flip-flops, or crocks—plastic shoes).**

No headdress (such as hats, caps, hoods, scarves wider than two inches, visors, head bands) will be worn in the building.

**BODY PIERCING** is limited to the **ears only**. Students displaying ear rings on the lip, nose, or other areas of the body will be subject to disciplinary action.

**A student out of dress code before school will be sent to the front office to correct the infraction before the first bell rings.**

**GUIDELINES FOR INFRACTION VIOLATIONS**

 **DRESS CODE POLICY**

**TARDY POLICY**

**IDENTIFICATION CARD POLICY**

***Dress Code Infractions, Tardy Infractions, and ID Card Infractions are cumulative and will be addressed separately.***

All students are to adhere to the dress code guidelines set forth in the student handbook and the WBR parish schools handbook. Students are to have their ID cards visible **AT ALL TIMES** on a lanyard or clipped to the shirt or blouse collar. **Failure to follow these guidelines will result in the following:**

 2-3 violations = Thursday or Friday Detention

 4-5 violations = Assigned to Clinic/TOR

 6 violations = Suspension (After three suspensions, an expulsion can be recommended) **PENALTIES FOR THESE INFRACTIONS AND TARDY INFRACTIONS ARE CUMMULATIVE FOR EACH SEMESTER.** NEW ID CARDS CAN BE PURCHASED AT ANY TIME FOR A COST OF $5.00.

\*\*ID Cards are scanned when eating in the cafeteria. Students without ID cards are sent to the front office to purchase a temporary ID for $1. If a student comes on campus and does not have their ID, they will be sent to the office to purchase a temporary one before school. Prior the 1st bell ringing, this will NOT count as an infraction. Once the bell rings, students will be sent to the office to purchase a temporary ID for $1 and given an infraction.

 **TARDY POLICY**

STUDENTS ARE EXPECTED TO ADHERE TO ALL SCHOOL AND PARISH REGULATIONS REGARDING TARDINESS.

**Failure to adhere to these policies will result in**

2-3 violations = Thursday or Friday detention

 4-5 violations = Assigned to Clinic/TOR

 6 violations will result in suspension (After three

 suspensions, an expulsion can be recommended.)

***Students checking in without a doctor’s note will need the signature of a parent or guardian to sign in.***

 **DETENTION**

1. Detention shall consist of activities and assignments before or after the normal school day. The assignment of a student to detention shall be made by the principal or his designee.

2. Should a student fail to participate in or comply fully with the rules for detention, he/she will be judged as insubordinate and subject to more severe disciplinary procedures (in school clinic suspension).

3. Thursday detention will be held one day a week for fifty minutes after school from 3:10 p.m. to 4:00 p.m. If you miss Thursday detention, you may attend Friday detention.

4 Friday detention will be held one day a week before school from 7:15 a.m. until 8:00 a.m. **YOU MUST BE ON TIME**.

5. All students must provide their own transportation. Work, sports

 and/or other extracurricular activities are not an excuse for not

 attending detention

6. If you miss Thursday or Friday detention, a student will be sent to

 clinic. After three clinics, you will be suspended. After three,

 suspensions a hearing will be held to determine further consequences.

 **STUDENT ATTENDANCE**

Absence is the cause of many failures in high school. Unless your health forbids or unless some serious emergency arises at home, you are expected to be in school.

***RESPONSIBILITY FOR MAKING UP WORK LIES ENTIRELY WITH YOU.*** You should make appointments with your teachers to ascertain just what you are to make-up. You assume the entire burden of getting this work done and submitted to your teachers. Punctuality and regular attendance are essential to success in school and later on the job. ***BE ON TIME AND IN YOUR CLASS EACH DAY.***

\*\* Student absences - More than 5.5 nonmedical excuses per semester can result in a grade of \*F\* for the class.

\*\* Only medical excuses or approved extenuating circumstances will clear absences from a student’s attendance record.

\*\* Family vacations are unexcused and the days will be used to tally the number of days absent.

\*\* Refer to the *West Baton Rouge Parish Student Handbook* for detailed information on Attendance policies and procedures.

**TOP CATS DISTINCTION PROGRAM**

1. **Academic Distinction Program (ADP)**

Students who have all “A’s”-in the 1st, 2nd, 3rd, 4th nine weeks and at the end of the 1st Semester will be exempt from their final exam. (This does not include classes with EOC tests.)

1. **Attendance Motivation Program (AMP)**

Students with perfect attendance (no late check-ins or early check-outs,) each nine weeks will have a chance to win a $25 gift card. Everyone with perfect attendance will receive a treat. (Doctor’s notes do not eliminate the absence. Students attending school-sponsored events are considered present at school.)

1. **Students of Service (SOS)**

Students who earn 20 hours of service for the year will be recognized at the end of year awards program. Service includes school service, church service, or community service. In order to receive credit for service hours, students will need to pick up a form in the front office and have it sign by an adult each time a service activity is performed. Return the form to the Mrs. Joan Lee after completing twenty hours

**BOOK BAGS**

Students may bring **only see-through book bags**. All other book bags are prohibited, as stated by the WBR School Board policy.

 **LEAVING SCHOOL**

If it is necessary for a student to leave school, he/she must have written permission of the parent. **Written notes for students leaving before 3:10 must be given to an administrator or secretary when the student arrives on campus**. Before leaving the school property, a student must check with the main office. *This includes coming on campus to turn in assignments before the first bell rings.*

 **SEARCHES**

Desks and lockers are public property. School officials may inspect or search these when there is reasonable cause to believe that articles are kept there that may endanger other individuals in the school or that such articles possessed are contrary to law or the regulations of the board.

 **HALL RULES**

1. No standing in entrances and exits to hall.

2. No lingering at intersections of hallways.

3. Do not block hallways while standing or sitting.

4. Excessive horseplay (fake fighting, running, pushing,

 etc.) is prohibited.

5. No yelling or screaming while in the building.

6. Always walk to your right when going to and from class.

**VEHICLE REGISTRATION**

All vehicles must be registered with the main office. Proof of insurance and driver's license are required. A $5.00 handling fee will be assessed for each car registered.

**PARKING**

* 1. Seniors are to park in paved areas that are not reserved for

 faculty and staff. All other drivers are to park in the baseball

 parking lot.

* 1. No double parking will be allowed. Violators will be ticketed.
	2. Unsafe driving will result in loss of driving privileges.
	3. Parking is a privilege and can be revoked with disciplinary action.

 **COUNSELING**

The purpose of the counseling department is to help you in planning your high school program, in preparing for your vocational or college interest, and resolving your personal problems. Many problems concerning both school and one's personal life can be solved by stopping by the front office and requesting an appointment. Our school counselors are Mrs. Tiffany Bacon and Mrs. Michelle Vaughn.

**VISITORS**

The school policy is to accept only visitors who have legitimate business at the school. Visitors must first report to the main office. Visiting in the classrooms is not permitted. Parents of students, however, are always welcome at appropriate times. Parents may have conferences with teachers by appointment. This appointment is made through the Guidance Office or Assistant Principal's office.

**GRADING SYSTEM REPORT CARDS**

The evaluation of students’ achievement is one of the important functions of the teacher. The STATE’S UNIFORM GRADING SYSTEM is as follows: 93 - 100 = A 85 - 92= B 75 - 84 = C 74 - 67= D Below 66= F

The grading system for AP classes and HONOR classes is as follows:

90-100 = A 80-89 =B 70-79 = C 60-69= D 59 and below = F

**An extra quality point is given only in AP classes and certain**

**Dual Enrollment Classes.**

An incomplete is given only in those cases where illness or an emergency has occurred, such that the student has not been able to complete his/her assignments.

 **TOPS PROGRAM**

To be eligible to receive the TOPS scholarship, a student must meet certain minimum requirements. In order to be eligible for the opportunity level, which is tuition only, a student must have at least a 2.5 GPA in 19 core unit classes and a 20 on the ACT. **This scholarship is subject to change through requirements set by the state legislature. More information is available through the counseling office**

**ACADEMIC CLUB** **STANDARDS**

Seniors3.80 - 4.0 and above for eight semesters (academic team

 t-shirt, long sleeved dri-fit t-shirt, certificate, a plaque, an academic

 letter, name on plaque posted in main office, and a life-time athletic

 pass for home games). Awarded @ end of Senior year.

Seniors 3.25 - 3.79 for eight semesters (academic t-shirt, certificate, an academic letter, 1 year pass to athletic events) Awarded @ end of Senior year.

Juniors 3.25-4.0 and above for six semesters (academic t-shirt, certificate, and a 1 year pass to athletic events) Awarded @ end of Junior year.

Soph. 3.25-4.0 and above for four semesters (academic t-shirt, certificate) Awarded @ end of Sophomore year.

* Academic Club Standards are based on the CUMULATIVE WEIGHTED GPA. MEMBERS OF THE ACADEMIC TEAM ARE ELIGIBLE TO ORDER LETTER JACKETS IN MAY WHEN ATHLETIC JACKETS ARE ORDERED.
* Ninth grade students are not eligible for academic team membership.

**HONOR ROLL**

An honor roll, which will be based on the cumulative GPA, will be published in the local newspaper at the end of each nine weeks grading period. Students with an average of 3.0 and above will be placed on the honor roll. A student can earn no grade lower than a “C”

**BELL SCHEDULE**

Bell Rings 8:00 a.m.

Tardy Bell 8:05 .

First Period/Announcements 8:05-9:07

Second Period 9:10-10:03 Third Period 10:07-11:00

“A” Lunch 11:00-11:24 Fourth Period for “B” Lunch 11:03-11:56

“B” Lunch 11:56-12:20

Fourth Period for “A” Lunch 11:27-12:30

Fifth Period 12:24-1:17

Sixth Period 1:21-2:14

Seventh Period 2:17-3:10

*LUNCH WILL BE BASED ON YOUR 4TH PERIOD TEACHER*

**MIDTERM & FINAL EXAMS**

Midterm Exams December 15-20, 2016

Senior Final Exams May 2-5, 2017

Final Exams May 19-24, 2017

*All exams must be taken on the date assigned. There are no make-up dates*.

**ACT TEST DATES**

September 10, 2016 February 11, 2017

October 22, 2016 April 8, 2017

December 10, 2016 June 10, 2017

ACT fees – no writing $38.00; writing $54.50

***REGISTER BEFORE DEADLINES***

\*Late registration fee of approximately $24 is charged.

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\*\*Students who want to qualify for the National Merit Scholarship must take the PSAT test in their junior year.

**STATE TESTING DATES**

ACT 11th grade – March 21, 2017

 EOC Testing – April 24, 2017- May 19, 2017

 Advanced Placement Testing – May 2-13, 2017

**A**T**HLETIC AND EXTRACURRICULAR ELIGIBILITY REQUIREMENTS**

The LHSAA handbook states: “For a student to be scholastically eligible for the fall semester of the 2016-2017 school year, he/she must have earned six units with a minimum of a 1.5 GPA. To be eligible for the second semester of the school year, a student shall pass at least 6 subjects from the first semester. A senior (12th grade) student that has accumulated 20 or more units shall be required to take at least four units per semester”. *All students must have a physical, proof of insurance, and present a copy of their birth certificate.*

**CLUBS AND ORGANIZATIONS**: Garden Club, Beta Club, Academic Club, Student Council, 4-H, French and Spanish Club, Key Club, Math/Science Club, Cheerleaders, Dance Team, Robotics Club and Book Club.

**SCHOOL-WIDE POSITIVE BEHAVIOR INTERVENTIONAL SUPPORT**

**PBIS Motto**

**Be Prepared, Be Responsible, Be Courteous, Be Respectful**

**VISION STATEMENT**

**(This statement was under review at time of publication)**

Brusly High will become a model teaching community that prepares, analyzes, and works as one for students to succeed and become PAWS for the 21st Century.

**MISSION STATEMENT**

**(This statement was under review at time of publication)**

BHS students strive to be PAWS of the 21st Century.

**P**repare

**A**nalyze

 **W**ork

**S**ucceed