

# Brusly High School

2017-2018

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.

### **General Regulations/Guidelines Beginning of Each Day**

Whether a student drives or rides the bus the following guidelines apply.

1. As soon as student arrives on campus, they must enter the school building. They may not return to their vehicle until the end of the day. **UNLESS GIVEN AUTHORIZATION BY AN ADMINISTRATOR.**
2. If a student comes on campus **BEFORE** the morning bell rings, he or she is considered at school. If they must leave, he or she **MUST CHECK OUT (See Below)** at the main office before leaving campus. Failure to check out will result in administrative disciplinary action.
3. Any outside food/drink must be finished before entering the doors of the school.
4. Have ID card displayed- if not go to the front office and purchase a temporary ID for \$1.

### **Daily Routines**

1. Be in class on time and you are expected to remain in class.
2. If a student needs to leave class, they must have a **PLANNER** hall pass to leave a classroom.
3. **Checking Out**  
\*If a student needs to **check out**, they must come to the front office to call first. Use of a cellphone to check out will be considered a cell-phone offense and the phone will be confiscated.  
A parent may write a note for the student to check out that must be presented to the front office before school begins. The student will still have to sign out in the front office before leaving.
4. **Checking In**  
If a student is checking in, they must report to the front office. An adult must sign them in. If they have doctor's excuse, they can sign themselves into school.
5. All students must wear school uniforms. (See Dress Code page 4.

### Electronic Devices

1. iPods, **cell phones**, headphones, or any other electronic equipment **must be turned off and stored when the first bell rings for the day (8:00am)**.
2. Store electronic devices in a locker or book bag. If they are seen (ex. Protruding from pocket), they will be confiscated.
3. Penalties

**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)**

### BHS/WBR Rules

*Refer to the West Baton Rouge Parish Student Handbook for detailed information on policies and procedures. These are a few key rules to review.*

1. Possession of tobacco in any form, including dipping, smoking, chewing, or electronic cigarettes at school are forbidden.
2. Students damaging or destroying school property must pay for or replace item(s) and will be disciplined according to school policy.
3. 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.
4. 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.
5. **Bullying, including cyberbullying**, of a student by another student including harassment and intimidation will result in suspension and/or expulsion.
6. **Video Recording through any electronic device (Ex. Videoing a teacher, hallways, fight, selfies, etc...)** is considered unauthorized use of technology and will be disciplined accordingly.

### Fees

1. Each student must pay a **\$50 assessment fee** which covers locker usage, ID's, yearbook picture, a yearbook, a student planner, and discount admission to school events.
2. Driver's Ed: If a student takes Driver's ED @ BHS during the school year, the fee is \$100.
3. All P.E. students are required to have a P.E. uniform and dressed out daily. These uniforms can be purchased in the Panther Shop. Shirts \$10; shorts \$10.
4. Fees for courses- some courses, such as Art, charge a fee for supplies. This varies and depends on the course.
5. Athletic Fees- depending on the sport there are fees for practice gear. Each coach will have information on these fees.

### **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.

1. All pants, shorts, skirts, and jumpers must be **tan uniform khaki. No cargo pants, overalls, carpenter pants or jean khakis are allowed.**
2. 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. They need to be long enough to tuck in. Blouses must be buttoned above the chest level.**
3. **All undershirts** must be navy blue, white or school colors: red, black or gold.
4. All jackets, sweaters, pullovers, 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.**
5. Uniform shirts or 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.**
6. Backless and open-toe shoes are not allowed (**no slippers, sandals, flip-flops, or crocks—plastic shoes**).
7. No headdress (such as hats, caps, hoods, scarves wider than two inches, visors, and head bands) will be worn in the building.
8. **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. Refer to the WBR Handbook.

**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 IDENTIFICATION CARD POLICY TARDY POLICY

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

All students are to adhere to the dress code guidelines set forth in the student handbook (P.4) 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:**

1-4 violations = Thursday or Friday Detention

5-6 violations = Assigned to Clinic/TOR

7+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 1<sup>st</sup> 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/PENALTIES

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

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

3 violations = Warning

4-5 violations = Assigned to Detention

6-7 Assigned to Clinic/TOR

8+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.

## 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.
3. Students must have their ID to go through lunch line. ID's are scanned.  
A student who does not have an ID must go to the end of the line.

## 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 may 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**

### **Academic Distinction Program (ADP)**

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

### **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.)

### **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 Ms. Julie Mayeux 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.
2. No double parking will be allowed. Violators will be ticketed.
3. Unsafe driving will result in loss of driving privileges.
4. 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 Counseling 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. Please see [www.osfa.la.gov/TOPS](http://www.osfa.la.gov/TOPS) or visit the counseling office for more information. **This scholarship is subject to change through requirements set by the state legislature.**



## **ACADEMIC CLUB STANDARDS**

- Seniors 3.80 - 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.

## **BETA CLUB STANDARDS**

The Brusly High School Beta Club is composed of 9th-12th graders who embody worthy character, good mentality, creditable achievement, and a commendable attitude. Beta members must maintain a weighted GPA of 3.25; with no D's or F's in any elective or core class present on transcript. A total of 10 service hours must be completed and recorded, a minimum of 6 meetings must be attended throughout the year, and disciplinary records must remain free of major suspensions. If any of the above mentioned situations occur, the student must remain out of the Beta Club for a full calendar year. At that point, if improvements have not been made, the student will not be reinstated. Documentation of agreeance of these stipulations will be recorded for future reference.

A one- time fee of \$20 must be paid the first year of membership; every year after that, a \$5 fee must be paid to maintain membership.

Senior Betas, in order to receive Beta honors for graduation, must adhere to the mentioned expectations. Seniors must have remained an active member of the club for the duration of their senior year.

## **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 4<sup>TH</sup> PERIOD TEACHER*

## MIDTERM & FINAL EXAMS

Midterm Exams	December 18-21, 2017
Senior Final Exams	May 7-10, 2018
Final Exams	May 21-23, 2018

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

## ACT TEST DATES

September 9, 2017	February 10, 2018
October 28, 2017	April 14, 2018
December 9, 2017	June 9, 2018

\*BHS is an ACT testing site for the October, December, February, and April test dates.

To register visit [www.actstudent.org](http://www.actstudent.org)

High School Code 190365

BHS Testing Site Code 175510

ACT Fee = \$42.50

ACT w/Writing = \$58.50

### **REGISTER BEFORE DEADLINES**

Late registration fee of approximately \$24 is charged.

\*\*Students who want to qualify for the National Merit Scholarship must take the PSAT test in their junior year. PSAT DATE: Oct 11, 2017

## STATE TESTING DATES

ACT 11<sup>th</sup> grade – March 20, 2018

EOC Testing – April 23, 2018- May 18, 2018

Advanced Placement Testing – May 7-18, 2018

**ATHLETIC AND EXTRACURRICULAR  
ELIGIBILITY  
REQUIREMENTS**

The LHSAA handbook states: "For a student to be scholastically eligible for the fall semester of the 2017-2018 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 (12<sup>th</sup> 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 Team, Student Council, 4-H, Foreign Language Club, Key Club, Math/Science Club, Cheerleaders, Dance Team, Fishing Team, Fellowship of Christian Athletes, Chess Club, Robotics Club, and Book Club.

**SCHOOL-WIDE POSITIVE BEHAVIOR  
INTERVENTIONAL SUPPORT**

**PBIS Motto**

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

**VISION STATEMENT**

*All students will grow into lifelong learners  
who are productive members of their  
community.*

**MISSION STATEMENT**

*Brusly High School will provide all students  
with challenging experiences to cultivate  
Diligent  
Respectful  
Responsible Learners*