

GRANT HIGH STUDENT HANDBOOK

Welcome to Grant High School. In an effort to help you learn as much as possible during your tenure in high school, this handbook has been developed. It is intended to help you understand what is expected from you.

All students upon entering Louisiana schools for the first time must present a birth certificate, shot record, and a social security card.

Philosophy of Grant High School

We, the Grant High School faculty, believe that the purpose of education is to direct and encourage the total development of each individual student mentally, physically, socially, and emotionally by providing a positive learning environment through successful learning experiences. We also believe our educational process should involve continual change for the purpose of improvement as we identify changes occurring in our American society.

We believe that the school should seek to develop the students' potential for becoming productive members of the twenty-first century by providing for them as many varied experiences as possible within the limitations of the community resources. These wholesome and meaningful experiences will come from curricular and extra-curricular activities as well as the personal guidance of a well-trained, dedicated staff in order to provide opportunities to develop the knowledge and skills to become self-reliant citizens who are able to compete in a global economy, as proposed by the Louisiana LEARN Commission.

We further believe that it is our responsibility to achieve these goals through promoting cooperation among the school, home, and community.

Mission Statement

“Whatever it takes for student success”

Vision

Grant High School will be recognized as a school of exemplary achievement. We will establish a learning community where teachers and staff know the students by name and aggressively nurture their academic growth in the classroom. We will instill in each student the desire to become a lifelong learner and responsible citizen, both in and out of the classroom.

I. ACADEMIC SCHEDULE, CLASSES, AND GRADES

A. All student schedules are arranged and assigned by the principal according to the pre-registration application of the student. This schedule is final and can be changed only upon approval of the principal. Regular education students dropping a course after the 5th day of the term will receive an "F." No student will be allowed to add a class after the 5th day of the term. A student will be held strictly accountable for being where his schedule says he should be.

B. PROVISIONS FOR HIGH SCHOOL CLASSIFICATION

Students need 24 credits to graduate

<u>Grade</u>	<u>Credit</u>
9 th	0-6
10 th	7-12
11 th	13-18
12 th	19-24

Grant High School Daily Bell Schedule

7:40	Bell for 1 st Block
7:45 – 9:15	1 st Block
9:20 – 10:50	2 nd Block
10:55 – 11:20	3 rd Block Reading Intervention
11:20 – 12:00	Lunch
12:05 – 1:35	3 rd Block
1:40 – 3:10	4 th Block

Early Release Dates

8/8/14	12/19/14
9/18/14	2/12/15
11/6/14	3/11/15
11/21/14	5/15/15

Grant High School Advisory Dates

8/13/14	12/3/14
8/20/14	12/17/14
8/27/14	1/14/15
9/3/14	1/28/15
9/10/14	2/11/15
9/17/14	2/25/15
10/1/14	3/11/15
10/15/14	3/25/15
10/29/14	4/15/15
11/12/14	4/29/15

C. IMPORTANT DATES

1 st Day for teachers–8/6/14	Teacher Work Days-1/5/15 and 1/6/15
1 st Day for freshmen – 8/7/14 (1/2 day)	Martin Luther King Day – 1/19/15
1 st Day for all students – 8/8/14 (1/2 Day)	Parent Teacher Conferences – 2/12/15
Teacher Work Day-8/29/14	Mardi Gras Break-2/16/15-2/17/15
Labor Day – 9/01/14	Easter Holiday –4/3/15-4/10/15
Parent Teacher Conference – 9/18/14	Last Day for seniors 5/01/15
Fall Break-10/2/14-10/3/14	Last Day for students – 5/15/15
Pecan Festival – 11/7/14	Last Day for teachers-5/18/15
Teacher Work Day- 11/10/14	
Veterans Day Holiday – 11/11/14	
Thanksgiving – 11/24/14– 11/28/14	
Christmas Holidays – 12/22/13 – 1/06/15	

D. GRADING POLICY

Grading system used in all public schools in Grant Parish is

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

Dual enrollment, Advanced Placement and Honors courses will use the following grading scale:

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

For 1 Carnegie credit high school courses, a letter grade will be given each 9 weeks of the course, which will be counted twice. A cumulative mid-term exam and a final exam will be given. The average of these 6 grades will determine the course grade. In order to be eligible to receive this credit, the student must earn a minimum of 6 quality points and pass either the second 9 weeks of the course or the final exam. **Students will take Algebra I during their freshman year as a 2 part course and receive 1 credit. Students taking Algebra I Honors as one credit in the fall can take Geometry Honors as one credit in the spring.**

For one-half Carnegie credit courses, a letter grade will be given for the 9-week grading period, which will be counted twice, and a final test will be given. The average of these 3 grades will determine the course grade. In order to be eligible to receive this ½ credit, a student must earn a minimum of 3 quality points.

Letter grades and quality points used will be: A = 4, B = 3, C = 2, D = 1, F = 0. Course averages will be A = 3.5 and above, B = 2.5 – 3.49, C = 1.5 – 2.49, D = 1.0 – 1.49, and F = below 1.0. Cumulative grade point averages will be determined by dividing the total quality points by the total units pursued. All required exams, either midterm or final, must be given. No student, teacher or subject area will be exempted for any reason. Teachers are required to give a minimum of 8 major grades (unit tests, chapter tests, project grades, etc.) during the course of the 9-week grading period. The average of these major grades will constitute a majority of the 9-weeks grade. Minor grades (homework grades, daily grades, pop tests, etc.) will be averaged and that grade will constitute a lesser amount of the 9-weeks grade.

E. TESTS & EXAMINATIONS

1. Final examination test periods will be 90 minutes in duration given on the scheduled day and time.
2. Make-up exams are the responsibility of the student, NOT the teacher. Students will be required to make up daily and unit exams prior to the end of the 9-week grading period at the teacher's discretion. **Tests and work assignments missed during unexcused absences cannot be made up.** Teachers are encouraged to remind students of missed work assignments and tests.

F. REPORT CARDS

1. Report cards will be issued on gold colored paper with an underlying Grant High "Logo" each quarter.
2. If a student or parent has a question concerning a grade, the question should be taken up first with the teacher awarding the grade.
3. The administration or counselor, upon written request of the teacher awarding the grade, can change grades or marks on the report cards.

G. SCHOOL FEES

All students are required to pay a \$20.00 ditto fee. Some classes may require an additional fee which is approved by the administration.

H. VALEDICTORY AND SALUTATORY HONORS

In order to be considered for valedictory and salutatory honors, a student must take the following courses. Class rank based on Grade Point average, which is calculated by quality points divided by the number of credits attempted, is also a determination for valedictory and salutatory honors.

Beginning with the incoming freshmen class of 2011-2012, students are required to take the following classes:

English Category

Honors English I
 Honors English II
 Honors English III
 Honors English IV or College English 1010

Science Category

Anatomy and Physiology or Physics
 Chemistry
 Honors Biology I
 Physical Science or Earth Science

Math Category

Honors Algebra I
 Honors Algebra II
 Honors Geometry
 Advanced Mathematics or Calculus or College Math 1020 or College Math 1090

Social Studies Category

Civics
 Honors U.S. History or AP U.S. History
 World Geography
 World History

****Beginning with the incoming freshmen class of 2013-2014, students are required to take the following classes:**

English Category

Honors English I

Honors English II
 Honors English III
 Honors English IV or College English 1010

Science Category

Anatomy and Physiology or Physics
 Chemistry
 Honors Biology I
 AP Biology

Math Category

Honors Algebra I
 Honors Algebra II
 Honors Geometry
 Honors Advanced Mathematics
 AP Calculus

Social Studies Category

World Geography
 Civics
 AP U.S. History
 World History

****Beginning with the incoming freshmen class of 2014-2015, students are required to take the following classes. The valedictorian will be selected from those students who took all Honors and AP classes, have the highest GPA and has the highest ACT. Salutatorian will be the next highest GPA and ACT as well as all required courses. All others with a 4.0 GPA will be recognized at graduation as being in the Honor Court and graduating with Honors.**

English Category

Honors English I
 Honors English II
 Honors English III
 Honors English IV or College English 1010

Science Category

Anatomy and Physiology or Physics
 Chemistry
 Honors Biology I
 AP Biology

Math Category

Honors Algebra I
 Honors Algebra II
 Honors Geometry
 Honors Advanced Mathematics
 AP Calculus

Social Studies Category

World Geography
 Civics
 AP U.S. History
 World History

Classes cannot be retaken to be considered for valedictorian or salutatorian.

I. State of Louisiana Graduation Requirements

END-OF-COURSE TESTS

Students must pass End-of-Course tests in the following categories to receive their high school diploma:

- English II or English III
- Algebra I or Geometry
- Biology or American History

GRADUATION REQUIREMENTS

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

Students with disabilities can also earn a Certificate of Achievement.

• **DIPLOMA REQUIREMENTS**

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

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

Beginning with the incoming freshmen Class of 2014-2015

• **DIPLOMA REQUIREMENTS**

Subject	Credits for LA Core 4	Credits for Career Diploma
English	4	4
Math	4	4
Physical Education	1 ½	1 ½
Health	½	½
Science	4	2
Social Studies	4	2
Foreign Language	2	0
Arts	1	0
Electives	3	1
Jump Start Courses, Workplace Experience and Credentials	0	9
Total	24	24

J. LITERARY RALLY

The State Literary Rally is an academic competition held each spring at Louisiana State University. To qualify for the state competition, students compete at the Northwest Louisiana District Literary Rally at Northwestern State University in March. Students who qualify for state literary rally spend two days and a night in Baton Rouge for the state competition. **Final approval will be left to the discretion of the sponsor and administration.**

K. EXTRA-CURRICULAR ACTIVITIES AT GRANT HIGH

Students are encouraged to become involved in one or more extra-curricular activities. It has been proven that students who participate in extra-curricular activities become more successful in the classroom and gain skills and self-esteem necessary to succeed in life beyond the classroom. Students who do not participate in extra-curricular activities frequently become bored with school and do not achieve their potential. Most of all students who do not become involved miss out on what makes school a fun experience. Such activities offer leadership and citizenship skills not always available in the classroom. Some of these activities also afford students a chance to win honors and earn college scholarships.

Extra-curricular clubs available are:

Beta Club	FFA
4-H Club	Student Council
Fellowship of Christian Athletes	<u>Unitus</u> Staff (yearbook)
Fishing	

In addition to these are the following athletic and performance teams.

Baseball	Band	Soccer
Basketball	Choir	Cross Country
Softball	Cheerleaders	Golf
Track	Danceline	Tennis
Football	JROTC	Flag Corps

L. SCHOOL PROPERTY

1. All students are expected to help keep buildings and grounds clean.
2. Any damage to property or equipment, or loss of such will be paid for by the person responsible for the damage.

M. LOCKERS

1. Every student will be assigned a locker by the office.
2. A student is responsible for damage done to the locker **and for any items found in the locker.**

3. Lockers are subject to search at any time without permission of the student. **Anything found in the locker is the responsibility of the person issued the locker.**
4. Lockers **CANNOT** be shared.
5. **Book bags and personal gear will not be allowed in the classrooms. They must be stored in the lockers. Book bags and/or all personal items are subject to search and seizure at any time by school administration.** If a student has a locker problem they are to report it to the office. Their problem will be addressed immediately, if at all possible. If the problem cannot be solved immediately they will be given a one-day pass to carry their book bags. Students may go to their lockers after 7:40 AM or during any transition time. Any violation of this will result in 6 hours of After School Detention for willful disobedience.

N. LUNCH, LUNCH PERIODS, LUNCH PAYMENT

1. Every student will be given a free or reduced lunch application. Students qualifying for free lunches must bring the completed forms back before being eligible for free or reduced lunches. **Students are responsible for any money owed prior to becoming eligible for free or reduced lunch.**
2. Students may pay daily, weekly, or monthly in the lunch line. Paying daily is discouraged as it increases the serving time.
3. Student ID badges will be scanned for lunch. If a student does not have a permanent ID with the bar code, they will go the end of the lunch line.
4. Students will refrain from making unnecessary noises in the lunchroom, refrain from any horseplay, and will cooperate in keeping the lunchroom as clean as possible. **Students will leave the lunchroom as soon as they have finished eating and will not stay and socialize. Only four students are allowed per round table.**
5. **No canteen food or drinks will be brought into the main building and must be consumed in the outside commons area before returning to class.**
6. No candy or drinks will be sold at school by any school or private organization.

O. ABSENCES AND EXCUSES

1. Upon returning to school following an absence, a student must bring an excuse signed by the parent to the office before school. This excuse must be brought within **5 school days of return of the absence.** There are three categories of absences:

Category I: These are absences that have occurred for one of the following reasons: dentist/doctor appointment, death in the immediate family, court dates, school activities, and other extenuating circumstances. These absences are considered official and will not count towards excessive absences and a student will be allowed to make up any work missed.

Category I (does not count against days and can make up work)

- M = Medical (02)
- I = In School Suspension (03)
- A = Field Trip (04)
- C = Court (16)
- X = Extenuating (06)
- T = Tardy (14)
- F = Funeral (07)
- H = Homebound (11)
- O = Out of School Suspension (09)

Category II: These are for any absences that occur for any reasons other than those listed in Category I and the student has submitted an excuse within the five-day time limit. These absences **are not** considered official and they **will** count toward excessive absences; however, a student will be allowed to make up any work missed.

Category II (counts against days but can make up work)

- Ex = Excused (01)

Category III: These are for absences for which no excuse has been submitted, or the excuse was submitted after the five-day time limit has expired. These absences **are not** considered official and they **will** count toward excessive absences. A student who receives a Category III absence **will not** be allowed to make up their work.

Category III (counts against days and cannot make up work)

- U = Unexcused (05)

A student can be referred to truancy court with excessive absences either excused or unexcused.

2. Any student who misses a full-credit class more than **5 times, excluding Category I absences**, or a half-credit class more than **3 times, excluding Category I absences**, will receive **no credit** for that class.
3. Being absent from school is no excuse not to be “ready for class” on the day a student returns to school. Any deviation is at the individual teacher's discretion.
4. If a student is absent and is behind in class work, that student is subject to being assigned to Lunch and Learn during lunch time in order to make up missed work. If the student does not attend Lunch and Learn, then the student will be assigned after school detention until the work is completed.
5. Students will be marked absent if they miss more than one-half of a class period. If a student comes to class after the tardy bell and has not been given a **Category I absence/excuse** by the office, they will receive a tardy.

P. AUTOMOBILES; PARKING LOT

1. Driving and parking a privately owned vehicle on Grant High School property is a privilege, not a right, and can be revoked at any time by the administration.
2. Students will park in the student parking lot only. Cars will be parked in the A.M. upon arrival at school, and will not be moved without approval by the administration. No student cars are allowed prior to 7:25 A.M. **Students will be dropped off and picked up at the south entrance student parking lot by parents/guardians between the times of 7:25 A.M. and 7:40 A.M. and again between 2:50 P.M. and 3:10 P.M.**
3. Once a car is parked, it will not be re-entered for any reason until dismissal time unless permission is obtained from the administration and the student is escorted to their car.
4. Students must not loiter in their vehicles. Students are expected to lock their vehicles and exit the parking lot as soon as they arrive.
5. **Any student having tardies, skipping school, and/or a traffic violation while on school premises will lose his/her parking privilege.**
6. Violation of rules shall result in disciplinary action, including but not limited to loss of parking privileges, detention, school suspension, towing of vehicle (at owners expense).
7. Vehicles without parking permits may be booted.
 - a. Students will have a permanent parking permit on his/her vehicle. Permits and their replacements are school property. Information on how to apply for these permits may be obtained from the Grant High School Administration.
 - b. A permanent parking permit will be affixed to the rearview mirror of their vehicle.
 - c. The permit will only be issued to drivers with a valid driver's license, properly registered vehicle and with proof of insurance. Copies of these will be maintained in the office.
 - d. Grant High School students will be required to pay \$5.00 for a permit for each vehicle that they drive to school.
 - e. There will be a \$5.00 charge for a replacement pass. (Due to theft, loss, damage, etc.)
8. Grant High School assumes no responsibility/liability for damage, theft, loss of property that may occur to vehicles.
9. Once a vehicle enters school property, it is subject to search.

Q. GENERAL BEHAVIOR

1. All students are to respect all other students, teachers, administration and staff.
2. Courtesy is inexpensive and should be shown by everyone.
3. Students are to address teachers as Mr., Miss, or Mrs. or Coach.
4. Loud talking, shrieking, yelling, whistling, etc. are disruptive. Students shall refrain from this in all areas of the campus, especially the cafeteria.
5. All students are to observe the "hands off" policy of Grant High. Public display of affection will not be accepted. This includes hand holding, hugging, walking arm-in-arm, etc.
6. Running in the hallways is strictly prohibited.
7. I. D. Badge Requirements
 - a. Each student will be issued, free of charge, a photo I. D. badge with a clip.
 - b. Students are to wear the I. D. badge on the shirt collar while on the school campus during school hours. Students may receive after school detention if they wear or use another students' I.D. badge.
 - c. The I. D. badge is not to be altered by adding stickers/decals, writing on the front or back of the badge, defacing or cutting the badge. An altered badge must be replaced immediately at a cost of \$5.00. (In Room 115 **before school.**)
 - d. During school hours, the badge is to be worn at all times. Having it in a pocket or backpack is not acceptable. Admission into classrooms, cafeteria, library, offices, and all buildings will require the wearing of the I. D. badge.
 - e. ID badges with bar codes will be used for lunch numbers for lunches.
 - f. On occasions, the badge will be required for admission to special school activities. Students will be informed through the morning announcements if and when this requirement will take place. If a student finds a misplaced badge, they are to bring the badge to the main office.
8. Daily Monitoring Procedures
 - a. If a student arrives at school without his/her I. D. badge, he/she is to report to Room 115 to secure a temporary I. D. To secure a temporary I. D. the student can pay \$1.00. The cost of a new I. D. badge is \$5.00.
 - b. Wearing more than one badge will not be permitted. A student wearing more than one I. D. badge must forfeit one.
 - c. Repeated failure to not have an I. D. badge will result in an office referral as a dress code violation.

- d. Students are to wear only the I. D. badge assigned to them. Taking or borrowing the I. D. badge of another student is grounds for suspension. Administrators and teachers will monitor students during the school day for compliance. Failure to have the I. D. badge visible will result in an office referral as a dress code violation.
- e. During P. E./marching band activities, badges do not have to be worn.
- f. Failure to comply with an administrator's or a teacher's request to see a student I. D. badge will result in suspension from school for willful disobedience.

R. POSITIVE BEHAVIORIAL INTERVENTIONS AND SUPPORT

The GHS Positive Behavioral Interventions and Support Core Team has created a set of expectations and rules that the students will follow in every setting of the school campus. These strategies will be used in every setting as a means to improve positive behavior in students. Posters will be displayed throughout the school to reinforce the rules and expectations for that particular area. GHS faculty will teach each component of the new school-wide positive behavior plan during advisory period. A reward system will be put in place to reward students for positive behavior and academic achievements.

S. INTERVENTIONS

1. Lunch and Learn

Students assigned to Lunch and Learn will have to report to Room 122 by 11:25. They must bring materials to Lunch and Learn to complete assignments. They will eat lunch the last 10 minutes of the lunch period in the cafeteria. Students assigned to Lunch and Learn will attend each day until the assignment is completed.

The following are reasons to be assigned to Lunch and Learn:

- Make up assignments missed because of absences
- Failure to complete homework
- Failure to participate in class
- Sleeping in class
- Failure to bring necessary materials to class
- Make up tests (teacher must request, not the student)

Failure to attend Lunch and Learn or failure to bring assignments to Lunch and Learn will result in after school detention until the assignment is completed.

2. Reading Interventions

Students will report to 3rd Block Reading Intervention after 2nd Block. During this 25 minute time, students will complete a Read and Respond selection that pertains to their 3rd Block class. The Reading Intervention grade will be added to the students 3rd Block class. Students will also participate in CareerReady 101 and ACT Prep.

3. Daily Interventions

If a student is struggling in a class, the teacher will assign the student to daily intervention. Students will report to the Intervention Teacher instead of 3rd block teacher for Reading

Intervention. Students can also stay after school for intervention. Parents must contact Mrs. Morrison to schedule their child for after school tutoring/intervention.

4. Test Recovery

If a student scores between a 45% and 66% on a test, the student may retake the test. The student must stay after school two days. One day the student will complete an activity or assignment related to the test and the second day the student will retake the test. The student must stay until 4:45 both days. It is the responsibility of the student to request to stay after school. Test information **must be the same** and in the same format, it can be the same test. Remember this is not a punishment! The test must be completed within a week. A 75 % is the maximum score. If a student does not complete test recovery, they are ineligible to stay for test recovery again in that particular class.

5. Credit Recovery

Credit Recovery is to provide a rigorous academic program which allows students to recover lost seat time due to absences and/or academic content in order to graduate in a timely manner. These students will be given the opportunity to attend scheduled classes after school hours. Instruction will be delivered via web-based software and by certified and highly qualified classroom teachers. Students successfully completing and passing the required assignments and tests within the time frame will be awarded credit for the academic class with the highest grade possible of a 75% C. Students will be required to pass a state approved final exam. Students who recover all lost seat time will be awarded the grade earned for the course.

****All assigned interventions are required NOT optional.**

T. CRITERIA FOR LETTERING

Criteria regarding awarding of letter jackets, letters, patches, etc. at Grant High School.

1. ONLY ONE JACKET WILL BE AWARDED. The sport will not pay any of the cost of the jacket.
2. NO JACKET WILL BE AWARDED UNTIL THE BEGINNING OF THE JUNIOR YEAR. JACKETS CAN ONLY BE ORDERED THROUGH THE SCHOOL, SEE A COACH FOR DETAILS. JACKETS CANNOT BE ORDERED THROUGH ANOTHER COMPANY.
3. The school shall award one (1) letter only for display on letter jackets and only letters awarded by the school will be displayed on that jacket. Additional insets for other sports/disciplines will be awarded for additional years of lettering in the same sport/discipline. The letter itself will count as one year of lettering. A stripe is then added for each additional year of lettering. Therefore, a letter with three (3) bars will signify lettering in a particular sport/discipline all four (4) years of high school.
4. If a student is a squad member for two years, he/she will receive a letter jacket at the beginning of his junior year. If he/she does not letter during his/her sophomore year but letters during his junior year, he/she will receive his/her jacket after qualifying.
5. Patches awarded by the school will include the following only:

- a. District: First place
- b. Regional: First place, second place
- c. State: First place, second place, third place

If a team wins a state championship, the entire team will be awarded a state patch.

6. **PARTICIPATION:** A student must attend at least 90% of all practices and 90% of all games in order to be qualified to receive a jacket. The head coach of that particular sport will document this.
7. Injured players shall be credited for time during their injury provided that they attend 90% of the practices and 90% of the home and away games. The head coach of that particular sport will document this.
8. **Football Lettering**

A student must play at least twenty (20) varsity quarters.
9. **Basketball Lettering**

A student must play in at least thirty-five (35) varsity quarters per year for two (2) years or must participate for four years regardless of games played.
10. **Softball/Baseball Lettering**

A student must be a varsity starter for two years or must participate for four years regardless of games played.
11. **Track**

A student must qualify for at least one of the following: the state track meet, for the regional meet for two years and place in the top 5 both years, earn an average of three points per meet and place in the top four in district, must participate for four years.
12. **Danceline, Cheerleaders**

A student must maintain at least a 2.0 grade point average with no Fs per semester. Additional requirements will be left to the discretion of the sponsor.

A student must be a member of the team for three (3) consecutive semesters.
13. **Other Athletic Competition Teams**

The student will be responsible for the cost of the jacket.

All above criteria for lettering will apply.
14. **Literary Rally**

To letter in literary competition, a student must qualify for and attend the state rally for two years or must win first place in state competition.

17. Band

- a. Must be a member of the GHS band for two years
- b. Must have at least a 3.0 average in the band for two years.
- c. Must have a 2.0 GPA in all classes excluding band.
- d. Must never have been expelled from school.
- e. Must attend pre-band camp

U. MISCELLANEOUS

1. Use of Central Office and Telephone

- a. The office is for business only. We will not store personal items for students.
- b. The telephone is for business use and will be used by students only for emergency situations. Students must obtain permission from the duty teacher to enter the office.
- c. Speakerphone will be used for all calls.

2. Leaving the School Grounds & Checking Out

- a. A student becomes our responsibility from the time he/she boards the school bus until he/she gets off the bus in the afternoon; if self-driven, from the time he/she comes on campus until he/she leaves the grounds in the afternoon.
- b. **No student will leave the grounds during the day without written permission from parents. All notes to leave school early must be turned into the office before school. Each note must be accompanied by three phone numbers. Grant High School is a closed campus. Students are not allowed to check out for lunch and return to school.**
- c. **No student will be allowed to check out with anyone except a parent or legal guardian that is listed on the emergency contact. All students must check out in the office-no exceptions. STUDENTS ARE NOT ALLOWED TO CHECK THEMSELVES OUT WITHOUT A NOTE APPROVED BY THE OFFICE.**
- d. **There will be no checking out by phones unless authorized by the principal or his designee.**

3. Medication

NO medication will be given at school until the student's parent/guardian has obtained a complete Grant Parish Medication Order from the student's physician and has met with the school nurse department to complete the necessary paperwork.

- a. **All medications require a doctor's order.** This includes: cough drops, Tylenol, Motrin, Midol, Aleve, inhalers, and epi-pens.
 - b. Over the counter **and** prescription medicines must have a doctor's order for school.
4. Accidents and Injuries
- a. Students will immediately report any accident that occurs to a teacher or administrator.
 - b. The school makes it possible for a company to offer insurance to the students. We do not sell insurance nor do we compel students to buy it. We do encourage all students to have some type of insurance.
5. Class Rings and Graduation
- a. The school does not require anyone to purchase a ring or buy graduation announcements.
 - b. **Students who wish to participate in graduation must purchase a cap, gown, tassel and diploma cover.**
 - c. The school makes time available for a salesman to meet with juniors who want to buy rings and seniors to order graduation supplies.
 - d. Graduation will be at the Grant High School stadium. Due to the possibility of inclement weather, each student will be issued tickets. The number of tickets will be determined on the number of graduates and seating capacity.
6. Parties, Food in Building
- a. Parties must be approved by administration and held in cafeteria.
 - b. **Students are not to drink or eat in the hallways or classrooms.**
7. Musical and Other Devices
- a. Radios, cameras, tape players, or any other musical device will not be permitted on campus unless approved for a special school-connected function.
 - b. **Beepers, cameras, laser lights, CD players or any other item(s) deemed inappropriate by the school's administration found at school will be confiscated and returned upon discretion of administration to the parent.**

8. Electronic Signaling Devices

POSSESSION OF ELECTRONIC SIGNALING DEVICES SUCH AS CELL PHONE, MP3 PLAYERS, GAMING DEVICES ETC.

- a. 1st Offense – **Device held at school for the period of 10 school days and** parents must pick up by appointment only at the school campus or the parent can pay \$20.00 (cash only, exact change) fee and pick up phone.
- b. 2nd Offense – **Device held at school for the period of 10 school days and** parents must pick up by appointment only at the school campus or the parent can pay \$30.00 (cash only, exact change) fee and pick up phone.
- c. 3rd Offense or more offenses – **Device held at school for the period of 10 school days and** parents must pick up by appointment only at the school campus or the parent can pay \$30.00 (cash only, exact change) fee and pick up phone.

DEVICES NOT CLAIMED BY JUNE 30TH WILL BE DISPOSED OF PROPERLY

9. No computers will be allowed unless approved by the administration.

V. CAMPUS VISITORS

1. All visitors must report to the office for a pass.
2. No children of any age shall be permitted on campus without permission from an administrator.

W. HALL PASSES

All students in the hall during class time must have a completed “approved” hall pass in their possession.

X. STUDENTS WHO DO NOT RETURN TO SCHOOL WITH GROUP WITH WHICH THEY LEFT

All student participants in extra-curricular activities must ride the activity bus to the event. A student will be permitted to ride home with his/her parent or legal guardian only after the **parent personally signs their child out and informs the head coach or teacher in charge that their student is leaving with the parent/legal guardian.** This notification must be made on an occasion-by-occasion basis. The head coach or sponsor will be responsible for accounting for all students before the bus leaves the event.

Y. SEARCH AND SEIZURE

1. In accordance with the local, state and federal policy/law, any person, including faculty and students, upon entering Grant High School property are subject to a search and seizure at any time.
2. Surveillance cameras will be used on campus.

3. Athletes and students who participate in extra-curricular activities are subject to random drug tests.

Grant High School
Parental Involvement Policy
2014-2015

In accordance with the 2001 No Child Left Behind Act, and the Grant Parish Title 1 Program, Grant High School has developed and will implement the following parental involvement and community support plan.

1. Grant High School will involve parents in the development and yearly review of our School Improvement Plan and Title I Program through the results of surveys circulated to parents at Parent/Teacher Conferences, PTC meetings, or following school wide functions and activities. The survey compilations will be utilized in the updating and revision of our Title I Plan in deciding how Grant High can best meet the needs of parents and students. The surveys will also be used to evaluate whether there has been increased parental involvement or whether there are barriers to greater participation at our school.
2. At Grant High School, we will provide the planning and support necessary to implement effective parental involvement by:
 - Providing opportunities for parents to be actively involved in their child's education through a variety of activities and strategies such as:
 - Individual Growth Plan
 - Scholastic Book Fairs
 - Open House
 - Parent Teacher Conferences
 - Academic Celebrations
 - Involving Community Leaders in school functions
 - Student Award Assemblies
 - Watch Dog Program
 - Field Trips
 - Athletics Events
 - Career Day
 - Students of the Month
 - School Improvement Plan
 - Financial Aid Nights
 - Providing, discussing, and signing Student-School-Parent Compacts.
 - Providing School Handbook for parish/school guidelines.
 - Providing school calendars about activities and events.
 - Providing school website.
 - Including parents in revising policy.
 - Providing access to online progress and attendance reports (JPAMS)

3. Grant High School will help build school and parental involvement by parent communication and contacts. This communication will help promote the inclusion of parents on all school planning involvement committees. This will be accomplished by:
 - School Website and Calendars
 - Parent/Teacher Conferences
 - District Website
 - PBIS Communication Team

4. Grant High School will provide assistance to parents in understanding topics such as CCSS, GLE's, the state accountability system, state and local assessments (EOC and ACT) and monitoring their child's progress. This will be accomplished by:
 - Open House
 - Parent/Teacher Conferences
 - Progress Reports
 - JPAMS

5. Grant High School will provide materials and training to help parents work with their child to improve their child's achievement by offering such programs and activities as:
 - Counselors on staff
 - Accelerated Math Programs
 - Calendars-sent home monthly
 - Mandatory Individual Growth Plans with counselor

6. Professional Development will be provided for administrators and teachers in communicating effectively with parents. These will be conducted during grade level planning time, curriculum block meetings, and scheduled professional development days. Topics addressed will include:
 - Communicating effectively at Parent/Teacher conferences
 - Use of phone logs in communicating with parents
 - Positive communication strategies
 - Title I committees for parental involvement
 - Positive Behavioral Interventions and Support
 - Three-tier model for intervention

CRISIS/EMERGENCY SITUATION

Every opportunity has been taken to ensure that your child is safe while on the campus of Grant High School. This includes precautionary methods for things such as unusual circumstances that would require the students to evacuate campus before the end of the school day. Grant High School has two crisis relocation centers that would be utilized if we had to evacuate the building for an extended period of time. The primary relocation center is First Baptist Church of Dry Prong. Their phone number is (318) 899-3371, if you need additional information. The

secondary relocation center is Bentley United Pentecostal Church. Their phone number is (318) 899-3918. If a situation arose that caused us to only travel north, we would relocate to First Baptist Church in Dry Prong. If a situation arose that caused us to only travel south, we would relocate to Bentley United Pentecostal Church.